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Janet graduated from California State University, Hayward in 1991 with a B.S. in Business Administration with Concentration in Accountancy. She worked for the Defense Contract Audit Agency from 1991 to 1999, where she completed her Form E qualifying experience for a California CPA license. She joined the Division of Cost Allocation in 2000 and was promoted to National Specialist for State & Local Governments in 2006.

Janet also served as a Board Member of the San Francisco Chapter of the Association of Government Accountants from 1996 to 1998.