

# MELISSA I. JONES

**SUMMARY:** Versatile and achievement-oriented executive leader with broad financial, operational, and internal audit experience; across telecommunication, consumer product goods, foods, pharmaceutical, and government industries. Experience across Risk Management, Internal Auditing, Quality Assurance, Control Design/Evaluation, and Process Improvement. Supportive and collaborative business partner who develops meaningful relationships to strengthen the internal control environment. Proven track record of managing complex projects while building high performing teams through effective management of people, processes, and technology. Demonstrated deep understanding of business strategy and risk alignment with functional objectives to promote risk assessment from a strategic and operational perspective. Active mentor and developer of talent through empowerment. Fosters an environment of innovation, execution, collaboration, effective decision making and efficiency across all areas of responsibility and influence. Deeply connected to community, philanthropy, and personal volunteerism; member of several community-based volunteer organizations. Diversity, Equity, and Inclusion (DE&I) Champion.

## ***Work Experience***

### **Lincoln Financial Group**

**May 2022 – Current**

#### Senior Audit Leadership Team: Vice President, Internal Audit

- Perform risk-based audits to provide reasonable assurance regarding the effectiveness and efficiency of operations, reliability of financial reporting and compliance with applicable laws and regulations; present findings to senior management and coordinate remediation activities.
- Assist the Chief Audit Executive in developing the consolidated audit plan, which includes analyzing risk assessment evaluations and compiling results for presentation to the Audit Committee.
- Assist with various special projects such as performing compliance reviews of third-party sale agreements, assessing the accuracy and effectiveness of general ledger conversion activities and development of various continuous auditing initiatives.
- Key role in day-to-day interaction with the company's independent auditing firm to ensure work is completed on a timely basis and that audit requests and procedures are reasonable.
- Responsible for staff and senior auditors' efficiency and effectiveness in performing tests to ensure they conform to the departments audit approach and methodology.

### **Ohio-Kentucky-Indiana Regional Council of Governments**

**Apr 2020 – April 2022**

#### Senior Leadership Team: Director of Finance – Cincinnati, OH

Sr. Director responsible for wide-ranging accounting and finance functions, including but not limited to oversight of accounting records, general accounting functions, general ledger, budgeting, and Unified Planning Work Program processes. Also responsible for managing coordination of external audit and oversight of the annual audit; day to day activities of A/P, A/R, Payroll, Inventory, Fixed Assets, General and Cost accounting. This position serves as an advisor to the Executive Director and other members of the senior management team.

### **Smithfield Foods / Smithfield Farmland / Farmland Foods**

**April 2015 – April 2020**

#### Financial Controller & Business Administrator (HR & Safety) *Promotion* Cincinnati, OH **April 2018 – April 2020**

Smithfield BioScience Business Segment Owner: overall responsibility for cost accounting, inventory control, accounts payable, payroll, billing, and preparation of financial reporting and other control reports. Supervision of the maintenance of manufacturing, inventory, and finished goods ledgers and cost accounting activities. Also responsible for the HR and safety functions, and directing and coordinating office services and related activities, including overall administrative functions.

#### Manager, ERM & Global Compliance *Promotion* Smithfield, Virginia

**January 2018 – April 2018**

Responsible for Enterprise Risk Management, Ethics & Compliance, and Corporate Accounting Compliance; working with the Legal and HR teams in the oversight and coordination of the Company's Ethics & Compliance Program and Company Hot Line; involving investigating and evaluating Compliance & Ethics areas, such as Conflict of Interests, Accounting and Operational Fraud/Irregularities, and Foreign Corrupt Practices Act. Responsible for working with the Company's Business Operations, Accounting, and IT teams to ensure effective coordination of the Company's internal controls over financial

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reporting; responsible for driving compliance with global SOX programs and coordinating with business process owners and control owners to ensure all SOX requirements are met. Serve as administrator of SOX Management software to include Risk Control Matrices, Process Narratives, control testing, issue evaluation and reporting.

Corp Accounting Compliance Manager Promotion Smithfield, VA August 2016 – December 2017  
Previously responsible for assessing the company's compliance with SOX 404 and the key controls framework over financial reporting requirements and compliance across all divisions; compliance member of Controls Design & Security for OneSAP; responsible for design of OneSAP controls framework and systems control configuration; assisting with updating and maintaining accounting policies and procedures; evaluating segregation of duties (SOD) compliance and coordinating external audit activities to ensure efficient interaction and data flow; identifying and implementing finance/accounting department process improvements; coordinating delegation of authority for all business operations for the company's major segment domestic and international divisions.

<b>Accounting Compliance Manager</b>	Kansas City, Missouri	April 2015 – July 2016
<b>Director of Operations &amp; Project Management</b>	Easter Seals Midwest - (Formerly Triality)	Jul 2014 – Apr 2015
<b>Director of Accounting/ Corporate Controller</b>	Triality, Inc. (Promoted/Merger)	Dec 2013 – Jul 2014
<b>Sr. Auditor/ SOX Lead Auditor/ Audit Manager</b>	Compass Minerals	Dec 2006 – Dec 2013
<b>Senior Internal Auditor/ SOX 404 Manager</b>	Inergy Services, LP (Contract Hire)	Apr 2006 – Dec 2006
<b>Sr. Sales Compensation Analyst &amp; Administrator</b>	Sprint Corporation- Business Finance	Oct 2003 – April 2006
<b>Internal Auditor- Corporate Audit Services</b>	Sprint Business Finance	Jul 2001 – Oct 2003
<b>Accounting, Bookkeeping, Payroll &amp; Tax</b>	Crittelle Financial Svc (Working Student)	Sept 1998 – May 2002

## Education

University of Missouri – Honors Graduate  
Rust College – Honors Graduate

*MBA - Master of Business Administration*  
*BSBA - Bachelor of Science in Business Admin/Accounting*

## Advanced Studies/ Training

Top Gun Executive Leadership Program	<i>Center for Creative Leadership, Greensboro, NC</i>	<i>2016-2017</i>
High Impact Presentations – Public Speaking	<i>Dale Carnegie Training Institute</i>	<i>2017</i>
Executive Leadership Institute	<i>The College of William &amp; Mary, Williamsburg, VA</i>	<i>2016</i>

## Certifications

Certified Public Accountant - Candidate	American Institute of Certified Public Accountants
Certified Internal Audit - Practitioner	The Institute of Internal Audit
SIX Sigma Green Belt	Compass Minerals

## Professional Memberships

American Institute of CPAs (AICPA)	National Association of Black Accountants (NABA)
Accounting & Financial Women's Alliance (AFWA)	National Society of Black CPAs (NSBCPA)
Institute of Internal Audit (The IIA)	National Black MBA Association (NBMBA)
Information Systems Audit & Control Association (ISACA)	Ohio Society of CPAs (OSCPA)

## Honors & Awards

2020 Centennial Dove Award Recipient | 2020 Zeta 100 in Business  
2019 – Top Forty Under 40 Nominee– Cincinnati Business Courier | Cincinnati Women's Executive Leadership (WE Lead) Program Class 14 | 2017 - Top 20 Under 40 Young Alumni Award - Rust College | 2017 - Smithfield Leads: Top Gun Leadership Program | 2016 - Smithfield ROI Award Finalist - Operational Excellence  
2016 - Smithfield Leadership Institute Program | 2013 - Who's Who in Black Kansas City | 2009 - Regnier Venture Creation Challenge Winner - University of Missouri | Arthur Ashe Athletic Scholar | UNCF Scholar