

# ROSHONDA WILLIAMS

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## ACCOUNTING MANAGER

### ***Proven Success in Financial Process Improvement for Child Nutrition Programs***

Meticulous accounting professional with a verifiable record of accomplishments over a progressive career with Decatur Public Schools and the Georgia Department of Education. Experienced in all aspects of accounting, budgeting, forecasting, financial analysis and reporting for various multimillion-dollar governmental agencies. An innovative problem solver with the ability to design and execute robust internal accounting controls with accurate reporting and regulatory compliance.

#### Areas of Expertise

- |                                  |                            |                                   |
|----------------------------------|----------------------------|-----------------------------------|
| ✓ GAAP & GASB Compliance         | ✓ Program Consulting       | ✓ Continuous Process Improvement  |
| ✓ Financial Management           | ✓ Grants Accounting        | ✓ Federal/State/Local Regulations |
| ✓ Policy & Procedure Development | ✓ Financial Statements     | ✓ Supply Chain Management         |
| ✓ Cost Accounting                | ✓ Purchasing               | ✓ Staff Training & Supervision    |
| ✓ Account Reconciliation         | ✓ Contracts Administration | ✓ External Vendor Relationships   |

## HIGHLIGHTS OF CAREER ACCOMPLISHMENTS

### **Decatur Public Schools**

- Delivered \$97,000 in cost savings and improved supply chain management by developing and implementing the district's delivery tracker for USDA commodities inventory.
- Participated in the State of Georgia pilot for the new Fresh Fruit and Vegetable program online claim and reporting system. Improved operational efficiency and increased program revenues by \$1 million.
- Developed and implemented a \$35 million budget for several nutrition programs through adequate forecasting.
- Piloted a number of training programs for management team and food service contractors.

### **Awards**

- 2016 Georgia and USDA Southeast Regional Best Practice Awards; fiscal management innovations for improving plate costs.

## **PROFESSIONAL EXPERIENCE**

DECATUR PUBLIC SCHOOLS 2008 – PRESENT

### **Accounting Manager 2009 – Present | \$22 Million Contract | Compliance Division | 4 Direct reports**

Steer overall financial management for the school district's Nutrition department consisting of 51,000 students and 84 feeding sites. Manage \$1.4 million in USDA food inventory, along with order processing and distribution of products. Develop and deliver training on department procedures, accounting and POS software processes, budget, inventory and financial management. Charged with additional daily tasks for the following areas:

#### **Accounting / Internal Control / Regulatory Compliance**

- Provide leadership and coaching to two accountants, two accounting clerks and guide team in state, federal and local government regulatory compliance, accurate recording of revenues, expenditures, assets, liabilities and inventories for the following programs:
  - National School Lunch, School Breakfast Program, the After-School Snack Program, Supper Program, Fresh Fruit and Vegetable Grants and others through the USDA.
- Oversee monthly/year-end general ledger reconciliation and close processes. Establish internal controls for reliable meal accountability systems that produce accurate claims for reimbursement and annual revenues.
- Develop accounting and reporting system requirements that impact all nutrition programs.
- Assist with annual external audit, state and federal administrative reviews. Prepare assigned schedules for the annual and interim audit.

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**Budget & Cash Management**

- Develop and control several nutrition program budgets totaling \$35 million.
- Monitor cash transactions, ensure bank balances are reconciled to the general ledger cash balance and investigate any unusual items. Oversee the preparation of cash flow reports, identify and evaluate variances.

**Contract Administration and Procurement**

- Monitor and evaluate multiple contract vendors to ensure compliance with fiscal laws and procedures. Execute change recommendations for operational efficiency. Includes the following contracts: \$22 million food service management, \$350,000 equipment repair and \$200,000 cleaning contracts.

**Financial Analysis and Reporting**

- Conduct complex financial analysis; review data trends, forecasting, compile reports to identify system deficiencies.
- Prepare financial management reports to assist decision makers in determining profitability, program efficiency, and for discovering areas for improvement. Communicate findings with Nutrition Executive Director and C-level management team.

**Key Accomplishments**

- Assumed role as Crisis Manager; developed and designed a highly efficient system for submitting delinquent claims for reimbursements for the previous fiscal year and aided in submitting future claims for reimbursement to Georgia Department of Education.  
**Results:** Nutrition department recovered \$12 million in lost revenue, increased department's overall profitability, and enhanced operational efficiency.
- Served as subject matter expert for meal counting, claim reporting and methods to improve state reporting.  
**Results:** Department met reporting deadline and improved profitability. Provided vendor with a new module to sell to future customers.
- Defined business processes, policies and regulatory requirements during development of a new nutrition accounting module for the district; LAWSON ERP system.
- Implemented a new data processing cost accounting system for school nutrition that significantly improved accuracy and timeliness for submitting financial reports to State Department.
- Enhanced operational efficiency as project manager on the chart of accounts redesign team.
- Earned reimbursement for claims resulting in more than \$24 million.

**EDUCATION**

MERCER UNIVERSITY, Atlanta, GA  
**Master of Business Administration**

GEORGIA STATE UNIVERSITY, Atlanta, GA  
**Bachelor of Business: Accounting and Marketing**

**COMPUTER/SOFTWARE SKILLS**

Microsoft Word, Excel, PowerPoint; Lawson Financial, Heartland Nutrition; Web-based Supply Chain Management

**CERTIFICATION**

ServSafe Certification: 2015 – 2020

**PROFESSIONAL ORGANIZATIONS**

School Nutrition Association (SNA)