

GINELLE N. MENZIES

Certified Public Accountant, State of California

ginellemenzies@pointloma.edu • San Diego, CA

Education **Masters of Accounting**, Business Management electives, Fellowship Recipient May 2005
University of Southern California; Los Angeles, CA

BBA in Accounting, Concentration in Marketing, Minor in Religion Cum Laude, May 2004
The College of William & Mary; Williamsburg, VA

Relevant Experience **Point Loma Nazarene University, Fermanian School of Business** San Diego, CA
Adjunct Professor of Accounting September 2019 – present

- Teaches Accounting for Decision Making to introduce MBA candidates to the essential elements of financial accounting and managerial accounting in a one-semester course.
- Provides individual mentorship and support to students seeking additional assistance or more in-depth understanding of accounting and general business topics.

Menzies Consulting San Diego, CA
Business Consultant June 2019 - present

- Consults with small business owners to identify and problem-solve individual business issues to direct focus to implementation and maintenance of revenue generating strategies.
- Develops client-specific materials and analysis such as new product country-specific due diligence summaries, internal control testing and reporting templates, and historical revenue trend evaluations.
- Provides small business bookkeeping services to process accounting transactions.

American Institute of Certified Public Accountants (AICPA) varying locations
Contractor; Uniform Certified Public Accountant (CPA) Examination November 2007 - present

- Writes multiple choice question items and task-based simulations for Auditing & Attestation (AUD), Financial Accounting & Reporting (FAR), and Business Environment & Concepts (BEC) sections of the CPA exam using extensive technical writing skills to test candidates' competency and understanding of current accounting topics and newly published regulations, including proficiency in US GAAP, GASB, not-for-profit accounting, and integrated audits.
- Advises writers in an iterative process in revision of drafted CPA exam items to appropriately address assigned accounting topics and format items to the required writing guidelines.
- Independently reviews writers' final drafts of CPA exam items and, in a collaborative group setting, determines item eligibility for advancement in the process.

Robert Half International, Inc., Management Resources San Diego, CA
Accounting Consultant; CFO Strategies Inc. October 2008 – December 2009

- Prepared SEC financial statement filings for publicly-traded companies (10-K, 10-Q, 20-F).
- Developed and implemented risk assessments, internal control matrices, and business process control test plans in compliance with Sarbanes-Oxley for domestic and Chinese companies.
- Assisted Chinese NASDAQ company with management of annual audit, including conducting preliminary control testing and preparation of PBC schedules.
- Performed bookkeeping/Controller function for parent company and its two subsidiaries.
- Managed and mentored CPA candidate employees in client service team atmosphere.

Account Executive April 2008 – September 2008

- Developed client relationships and consulted with senior corporate officers to assess and meet finance & accounting project and contract needs.
- Recruited, counseled, and placed senior level finance & accounting professionals on engagements suited to clients' needs and consultants' skills.

Robert Half International, Inc., Salaried Professional Services Tampa, FL
Accounting Consultant; Advanced Diagnostic Group May 2007 – October 2007

- Developed efficient month-end close and financial reporting procedures to decrease process time from two weeks to two days.
- Researched and analyzed several potential acquisition opportunities, doubling the number of owned facilities in six months and preparing the company to triple its facilities in the next six months.
- Reviewed financial data and reports from previous periods, resulting in a revenue recognition increase of 10% of the monthly average due to previously overlooked revenue.
- Created system of financial data accountability, substantially increasing accuracy & consistency of reports and consolidations.

PricewaterhouseCoopers, LLP San Diego, CA
Assurance Associate August 2005 - November 2006

- Planned and performed audit procedures in a team environment for both publicly and privately held companies in a strict deadline-driven atmosphere in accordance with US GAAP
- Developed expertise in areas of cash, accounts payable, accounts receivable, cost accounting, payroll, journal entries, inventory, internal controls
- Supervised and assessed performance of new-hire associates and reported findings of procedures to partners and client management

Additional Experience **USS Nimitz Family Readiness Group**, a 501(c)7 organization San Diego, CA
Treasurer July 2009 – December 2010

PricewaterhouseCoopers, LLP Washington, DC
Summer Assurance Intern Summer 2003

Robert Half International, Inc., Accountemps Division Bellevue, WA
Data Computer, Cash Poster, Billing Agent Summers 2002 & 2003

Law Offices of Meade Brown, Jr. Juanita, WA
Legal Assistant/Bookkeeper Summer 2001

Ministry Experience **College Avenue Baptist Church** San Diego, CA
Reopening Task Force Guest Services Team Lead May 2020 – present
Hospitality Team Member & Volunteer Scheduler April 2019 – present
College Ministry Mentor & Bible Study Leader January 2019 – present
New Ministry Committee Member May - December 2014
Hospitality Team Member May - December 2014
Women's Bible Study Leader September 2013 - December 2014
Preschool Sunday School Teacher September 2012 - December 2014

Immanuel Baptist Church Madrid, Spain
International Women's Bible Study Leader March 2017 – June 2018
Planner/Coordinator for various Women's Ministry Events January 2017 – June 2018
Vacation Bible School Group Leader; Program Oversight Committee Summers 2016 – 2018
Substitute Sunday School Teacher July 2015 – June 2018