

Nicole (Nikki) Keller

Lima, OH

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Authorized to work in the US for any employer

Work Experience

Controller

Watch Communications - Lima, OH

2020 to Present

- Manages 50+ high-volume accounts, serving agile support and financial analysis for various capital investments, pricing decisions, and contract negotiations; minimizes risks with documented system of accounting policies and procedures
- Oversees production of detailed reporting, records financial performance, and recommends benchmarks for leadership; ensures all processes comply with generally accepted accounting principles; monitor and manage cashflows
- Guarantees compliance with local, state, and federal government requirements; files quarterly and annual reports for regulatory bodies and shareholders; manages projects for external auditors, assisting annual audit information
- Collaborates with Chief Executive Officer and finalizes company budget and forecasts, reporting all discrepancies and budget differences to multiple levels of management in operations, finance, and accounting

Manager, Corporate Finance

Cooper Tire & Rubber Company - Findlay, OH

2017 to 2020

- Coordinated monthly financial close, including various journal entries, reconciliations, variance analysis, and reporting; realigned analog recordkeeping to digitally documented Microsoft Excel infrastructure within first eight months
- Controlled timely consolidation for international partners consisting of three international regions, efficiently working remotely three days per week; headed the ledger and reporting for two joint ventures in Asia; certified appropriateness of intercompany eliminations and compliance with US GAAP and IFRS legislation requirements
- Led closing calls for international counterparts on actuals for month-to-date, year-to-date, year-over-year, and budget forecasting variances with plants in Europe, Asia, and Mexico; completed statutory audits, general ledgers, and financial statements preparations for Barbados and Singapore
- Prepared and reviewed financial statements and SEC filings; compiled foreign entity reports; assessed workflows, and streamlined staff processes, yielding organization efficiencies and quicker onboarding for ten new employees

Treasurer

Cooper Tire & Rubber Company

2017 to 2018

- Selected by the chief financial officer to fill role for one year, volunteering time in rotational role provided to high potential employees - held concurrently with finance manager role
- Reported to president and board on all transactions and corporate financial conditions; produced quarterly financial summary for board review while fulfilling everyday job responsibilities as corporate financial manager
- Monitored investment performance as custodian of all funds and securities; maintained three bank accounts and 20 ledger accounts of receipts and disbursements, annually assuring IRS minimum distributions
- Provided input on causes, fundraising activities, and other key decisions to carry out mission

Internal Audit Manager

Cooper Tire & Rubber Company
2015 to 2016

- Supervised planning, execution, and reporting of all Sarbanes-Oxley and internal controls compliance; secured intelligent processes for operational and data analytics audits regarding national and international locations for management
- Proposed and facilitated Sarbanes-Oxley compliance rotation plan, bolstering management with increased assurance and reduction of annual compliance costs; reduced deficiencies in Mexico region by 90% in one year
- Built internal audit team of six local staff and three international associates, managing model from outsourced to co-sourced resources for IT Audit, SOX fieldwork and SMEs for operational audits; reduced professional service fees by \$500K annually; served as interim department head for four months
- Supported and managed three remote international employees, leading internal cohort and IT team; combined compliance, operational, and financial work in-house, resulting in efficient processes to meet deadlines under budget

Manager, Corporate Finance

The Wendy's Company - Dublin, OH
2013 to 2015

- Managed project risk assessments, emphasizing data analysis opportunities, operational control effectiveness, and process improvements; resulted in successful outcomes for quality assurance of company finances
- Created strategic and working plans to employ the COSO 2013 framework, coordinating with management team and external auditors to complete project ahead of schedule and under budget
- Guided enterprise risk management and collaborated on development of annual audit plan, contributing to training and development for four local auditors and one remote employee; also responsible for department budget, delivery of the audit plan, and the department's key performance indicators

Internal Audit Manager

Big Lots, Inc - Columbus, OH
2012 to 2013

Senior Auditor

Big Lots, Inc - Columbus, OH
2011 to 2012

Auditor

Big Lots, Inc - Columbus, OH
2010 to 2011

Auditor

Assurant Inc - Atlanta, GA
2008 to 2010

Staff Auditor

Pinellas County Internal Audit Division - Clearwater, FL
2006 to 2008

Staff Auditor

Russ, Murphy & Tapp, P.A - Clearwater, FL
2005 to 2006

Education

Master's of Accountancy in Accounting Information Systems

Bowling Green State University - Bowling Green, OH
2005

Bachelor of Business Administration in Accounting

Tiffin University - Tiffin, OH
2004

Skills

- Highly motivated, recognized, and certified public accountant manager with over 15 years of professional experience in team development, financial statement and account balance interpretation, analysis, and reconciliation. Adaptable and dependable, displaying enhanced understanding of complicated financial information to management and non-specialists. Eager to tell a story with numbers, implement productive workflow structures, and ensures quality assurance; delivering success and high-quality results on time. Forward-thinking, customer-centric and agile personality with a passion for creating autonomous collaboration with all team settings and initiating robust opportunities for profitable, thriving organizations.
- GAAP
- SOX
- Financial Report Writing
- Financial Statement Preparation
- Financial Analysis
- Internal Audits
- Analytics
- Journal Entries
- Quickbooks
- Microsoft Suite
- SAP
- Oracle
- IFRS
- General Ledger Accounting
- Forecasting

- Financial Modeling
- Pricing
- Account Reconciliation
- Bank Reconciliation
- General Ledger Reconciliation

Links

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