

Bilkis A. Adeogun, MBA



Billie serves as Vice President-Finance and oversees the day-to-day financial management for the company. Her past Accounting work experience cuts across several industries such as Construction, Retail, Franchise restaurant, Hospitality and Information Technology.

Beyond the technical aspects of Accounting, Billie has successfully executed several corporate marketing projects both locally and internationally.

Years of Experience

18

Education

Executive MBA, 2018, Georgia State University, Atlanta GA

B.B.A., 2007, Accounting, Georgia State University, Atlanta GA

Licenses/Certifications

SAFe Scrum Certification (SSM)

WORK EXPERIENCE

Scrum Master | LAS, LLC | October 2020- January 2023

- Organize and facilitate Agile ceremonies such as Sprint Planning, Daily Standups, Retrospectives, Backlog Refinement, and Release Planning.
- Guide Agile principles and facilitation skills to ensure teams are working in an agile mindset and utilizing scrum practices.
- Actively coordinate with Product owners to manage backlogs and sprint activities.
- Manage risk and dependencies to enable team efficiency and effectiveness.
- Facilitate discussion, decision making, and conflict resolution across cross-functional teams.
- Help foster collaboration within teams, mitigate conflicts, resolve impediments, and communicate dependencies that could hinder communication and day-to-day activities.
- Manage timebox to keep the team on track, organized, and focused on the objectives.
- Track and communicate project progress to stake holders and management staff.
- Engaged in Scrum of Scrums coordinated by the RTE to centralize deliverables in the ART.
- Provided leadership and coaching to more than 3 cross-functional team.

Audit & Scrum Manager | CARR, RIGGS, & INGRAM (CRI) | April 2015- October 2020

- Acted as scrum manager for IT related projects.
- Managed 3-4 teams working on projects such as software development, database management, and software implementation. Scheduled and facilitated sprint planning, meetings, daily standup, and sprint retrospective meeting.
- Used Kanban to create list of all projects in process sorted by project status to track workflow.
- Identified and removed obstacles that could prevent timely completion of projects.
- Coached teams on process improvement, change leadership, and scrum methodology.
- Managed, audit, compile, prepare, review, and analyzed financial statements, operations, ITGC, audit disclosures, and internal controls of clients in various industries such as union, non-profit, financial, real estate, manufacturing, construction, commercial, and telecommunication.
- Audit defined benefit and defined contributions plans, health and welfare plans, profit sharing plans, retirement plans with over 200,000 participants and assets over one billion dollars.
- Supervise, mentor, motivate, and manage staff to ensure completion and accuracy of multiple tasks and projects.
- Schedule and plan client engagements, maintain communication with clients, review and supervise staff.
- Review, analyze, audit, and document internal control procedures, work programs, and risk assessment.
- Provide technical and analytical accounting, auditing guidance, and offer proactive solutions.
- Lead and monitor the engagement progress relative to budgeted time and scheduled delivery date.
- Draft audit report and follow through approval, processing, and issuance.
- Prepare and review accounting forecast, budgets vs actual, and data analytics.
- Perform accounting functions such as adjusting entries, GL, prepaid, account receivable, account payable.

Accountant III | Greendome Printhouse | September 2008- April 2015

- Identified process improvement opportunities; provided and supported the implementation of business solutions.
- Researched and recommend accounting updates, strategic plans, production, productivity, quality, and customer-service standards.
- Managed and oversaw daily accounting duties and month end closing cycles.
- Prepared consolidated and stand-alone financial reports, Profit & Loss Statements, Ad hoc projects
- Updated, produced, and analyzed reports, such as account reconciliations, cash flow and general ledger analysis, balance sheet, and profit & Loss/ income statement preparation.
- Supervised, managed, mentored, and conducted reviews of staff performance and goals.
- Provide inputs for resources and revenue forecast and budget, analyzed variances, and initiated corrective actions.

Auditor | Bdo Seidman, LLP | May 2007- July 2008

- Performed SOX audit.
- Coordinated, supervised, and managed staffs on multiple audit engagements.
- Worked on preparation of financial statement and SEC filings.
- Worked individually and in teams to plan, identify, and test audits and controls for fortune 500 companies.
- Participated in ERISA audits for both public and private companies. Audits consisted primarily of 401(k) plans with assets ranging between \$3million and \$9million.
- Experience with reporting and compliance requirements for ERISA plans including financial statement preparation and 5500 filings.
- Performed test of revenue, fixed assets, cash, receivables, payables, investments; income allocation; contributions, payroll and eligibility; benefit payments and participant loans.
- Performed internal control assessments to obtain an understanding of the client and their control environment to identify controls that are relevant to an audit and any weaknesses and areas of significant risk.

Development Coordinator | Subway Development of Atlanta | Nov 2003- May 2007

- Reviewed over 600 applications per year of interested applicants. Approved over 60 prospective franchisees per year.
- Conducted seminars and one on one interviews for prospective franchisees, resulting in 70% return rate.
- Reviewed, approved, and implemented layout of stores. Ordered equipment for remodel and new buildout.
- Reviewed business contracts and contracts of sale of franchisees for compliance, terms, and conditions.
- Conducted sales, and transfers of over 200 franchise agreements. Assisted with leasing and letter of intent.
- Exercised independent judgment in resolution of issues. Interpreted operating policies and created organizational budget.

Assistant Development Cord. | Subway Development of Atlanta | Oct 2000- Nov 2003

- Assisted with franchise approval and franchisee selection.
- Assisted with buildouts of stores.
- Maintained and updated all franchise contact list and Directories.
- Ensured all signed agreement were completed and sent to appropriate departments.
- Acted as franchisees first point of contact for development matters.