

Brenda Mitchell

Controller

Controller with 12 years in accounting for mid-market subscription software and light manufacturing. Own the monthly close, external audit, and financial reporting for a \$180M revenue company. Rebuilt a close cycle that used to slip past business day 15.

CONTACT INFORMATION

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KEY SKILLS

- Revenue recognition, lease accounting, technical accounting memos
- Monthly close and consolidations
- NetSuite, Sage Intacct, Great Plains
- Blackline reconciliations
- External audit management
- Technical accounting memos
- Revenue recognition (SaaS, term, usage)
- Team leadership (7 direct reports)
- Excel (Power Query, complex modeling)
- SOC 1 and SOC 2 coordination

PROFESSIONAL EXPERIENCE

CONTROLLER | KETTLEWOOD SOFTWARE, RALEIGH, NC 2020 – PRESENT

- Run monthly close for a \$180M recurring-revenue software business, cutting close from 14 business days to 6 by moving reconciliations into Blackline and retiring three redundant journal entries.
- Own the annual audit with Grant Thornton; delivered two clean opinions in a row with zero adjusting entries.
- Rebuilt revenue recognition after a shift to multi-year term contracts, working with sales ops on a contract-modification workflow.
- Manage a team of 7 (2 senior accountants, 3 staff, a receivables lead, and a payables lead) and hired 4 of them.
- Partner with the planning team on the annual plan and quarterly reforecast, and present the actuals-vs-plan bridge to the board audit committee.

ASSISTANT CONTROLLER | HALBERD INSTRUMENTS, DURHAM, NC 2016 – 2020

- Managed close, consolidations, and technical accounting for a 3-entity manufacturer with roughly \$95M in revenue.
- Implemented NetSuite (replacing Great Plains) as accounting workstream lead, cutting month-end journal entry volume by about a third.
- Wrote the company's first formal capitalization policy for internally developed software and applied it retroactively across two fiscal years.
- Trained 3 staff accountants who were later promoted into senior roles.

SENIOR AUDITOR | BAKER TILLY, CHARLOTTE, NC 2013 – 2016

- Led audit fieldwork for private-company clients in software, distribution, and light manufacturing (revenue \$40M to \$220M).
- Drafted financial statements and footnotes; reviewed staff workpapers on revenue, inventory, and stock-based compensation.
- Promoted from Associate to Senior in 2 years.

EDUCATION

- B.S. in Accounting, University of North Carolina at Chapel Hill, 2013
- CPA, North Carolina (active, in good standing)