

## EMPLOYEE PROFILE



Melissa Medina

Melissa started out in Tallahassee as a Computer Engineering major at Florida State University, but after taking just one class in Human Resource Management she realized that HR had to be a part of her career. She loves that HR involves helping people reach their full potential in a business setting. Melissa soon graduated from Florida State University with a Bachelor of Science in Human Resource Management. She has been a member of the Society for Human Resource Management since she graduated and is currently working to obtain her Master's degree. Melissa has been at WTWC for almost four years now.

Melissa handles a vast array of responsibilities at WTWC. Not only does she support the business manager by assisting with the general ledger/financial statements, reporting, account reconciliations and month end, Melissa also supervises accounts receivable, processes payroll, handles EEO reporting / FCC Adherence and so much more. She can do it all! She has even put new processes in place to improve morale and teamwork. She established the STAR recognition program which gives employees the opportunity to say thank you and reward their co-workers for excellent work. Her co-workers returned the favor and selected Melissa as the Employee of the Quarter for 4th quarter in 2007. Melissa also developed a leadership training program for the station to improve communication and reiterate the open door policy. In addition, Melissa always works hard to make the station a fun environment. She is always the first person to volunteer and is a true team player.

When not at work or studying, she enjoys playing tennis and rollerblading in sunny Florida, especially since she is from cold Detroit, Michigan. However, she still remains loyal to the Tigers, Pistons, Redwings and Michigan football. She is also very involved in her community and has many letters from the community thanking her for her participation in their events.