



BOOKKEEPING



Certified Bookkeeper Certified Quickbooks ProAdvisor Associates in Accounting Pending

Accounting
Accounting Software: Quickbooks & Pero
Accounts Payable & Receivable
Accrual Accounting
Attention to Detail
Balance Sheets
Bank Deposits & Reconciliation
Billing & Payments
Computer Skills
Continuous Learning
Critical Thinking
CRM
Decision Making
Depreciation
Detail Oriented
Error Correction & Finding Information
Estimates/Invoicing
Financial Statements
General Ledger & Journal Entries
Google Docs
Inventory Transactions
Microsoft Office
Monetary Exchange
Payroll
Problem Solving
QuickBooks
Spreadsheets, Excel
Strong Communication
Supervising & Management
Task Planning and Organizing
Tax Software
Vendor Relations
Written Communications