

# Accounting and Business Services (ANCHORAGE)



Location **Alaska**  
<https://www.genclassifieds.com/x-374703-z>

\* ACCOUNTING SERVICES \* BUSINESS MANAGEMENT \*

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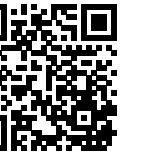
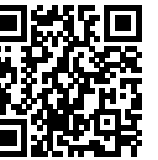
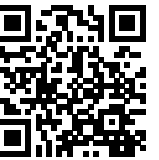
Service Area: Headquartered in Anchorage. We provide service throughout the State of Alaska.

We are ACCOUNTANTS with ten plus years of accounting experience in business management and non-profit accounting. Fully knowledgeable in general accounting, payroll, budgeting, and journal entry preparation. Adept at implementing innovative accounting practices and procedures to improve efficiency. Ambitious about taking on new challenges and strive to excel in all aspects of job efficiency, accuracy, and timeliness. Knowledgeable in numerous business applications. Experienced IT Expert with ability to apply technologies in all its forms, to accounting processes.

Alaska Business Services specializes in the following Accounting Services...

Business Management  
 Financial Reporting  
 Monthly preparation of all bank account reconciliations  
 Monthly reconciliation of the general ledger  
 Prepare for and work with auditors  
 Annual Budget Preparation  
 Assist with miscellaneous accounting issues

Accounting Management and Planning  
 Monthly Financial Reporting  
 Full trial balance reconciliations  
 Payroll  
 Submit to state payroll reports  
 Certified payroll  
 Forms 941's, EOC, 940X's, 1040, 1065, and 20S Tax prep  
 Prepare and distribute W-2's, W-3's  
 Complete 1099 Reporting, 096's  
 Process Cash Receipts / Accounts Receivable  
 Process Accounts Payable  
 Financial Statements



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Able to work on-site or off-site

Document scanning for future retrieval and reduction of hard copy storage

ALASKA BUSINESS SERVICES

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