

## **Accountant**

Location **Washington** https://www.genclassifieds.com/x-441100-z

Bookkeeping Services for you & your small business.

Hi, I am a full charge bookkeeper working with many small businesses. I can set up your accounting into the Quickbooks program. I have many references also. Call or email me to discuss your needs.

Monthly Specials: I can give you a monthly special rate to take care of all your bookkeeping needs.

QuickBooks

Microsoft Excel & Word

General Financial Accounting / Bookkeeping

Accounts Receivable

Setup & maintain Customer Accounts

**Create Invoices** 

Post payments to Invoices

Investigate & resolve discrepancies with Customers

Setup Item Codes

**Accounts Payables** 

Setup & maintain Vendor Accounts

Review Vendor Invoices for accuracy and approval

Enter Invoices into Accounts Payable System

Enter Invoices into Accounts Payable System																	
Ger Bay Tena Tena Tena Cas	nerate Checks rroll	setup & ones; Cre	NVO CES NVO CES VISITE ASSE COLUMN TO RECON TO SERVICE TO SERV	ncilia <b>to ex.</b>	Messhe	ets 7	inds betv	veen Acc	FIELD COUNTS								迴
https://www	pare sales Ta cess orms 10	x Retur <u>r</u> 99s & 14 ze Busin	hest 096 hests & Account	https://	Accountant	https://www.genclassifieds.com/x-4 41100-z	Accountant	https://www.genclassifieds.com/x-4 41100-z	Accountant	https://www.genclassifieds.com/x-4 41100-z	Accountant	https://www.genclassifieds.com/x-4 41100-z	Accountant	https://www.genclassifieds.com/x-4 41100-z	Accountant	https://www.genclassifieds.com/x-4 41100-z	Accountant

