



Ann Kofol

Qualifications Summary

Ann is a detail-oriented and process-improvement focused finance professional with over twenty years of experience in varying accounting roles. She has financial knowledge of various sectors, including e-commerce, technology, wholesale and retail business, and professional services. Ann works collaboratively, with management and peers, to complete operational tasks and reporting. She enjoys generating process documentation and updating internal controls to increase the efficiency and adaptability of her client's company.

Core Expertise

• Bookkeeping • Financial Statement Preparation • Monthly Operating Expense Analysis • AR & AP Subledger Reconciliation Preparation • Account Balance Sheet Reconciliation • General Ledger Clean-Up • Budget & Forecast Report Preparation • Management & Staff Training • Training Process Documentation Creation • Audit & Tax Preparation Professional Liaison

Professional History

ASP	Consultant	2024 – Current
Jeff Baker Association	Part-Time Project Accountant	2022 – 2023
Bauer Evans CPAs	Project Accounting & Tax Preparer	2020 – 2021
Eastside Accountants	Project Accounting & Tax Preparer	2017 – 2020
Robert Half & Rylem	Project Accountant	2014 – 2016
Volt Consulting, Inc.	Senior Accountant	2012 – 2014
Michael R. Ammerman CPA, PS	Senior Accountant	2009 – 2012
Microsoft	Contract Senior Accountant	2007 – 2009

Accomplishments

- Developed an inventory shrink analysis report for a retail sales company
- Updated workpapers and designed a training program for a new business
- Reduced time by 50% on an \$18MM monthly reconciliation project
- Managed a system conversion to BNA for Fixed Assets
- Reconciled a \$1MM commissions payable account to process 1099s
- Wrote a Cash Flows preparation document for the client's bookkeeper to use each month

Education / Licenses

- BA Economics, Accounting Emphasis

Software

- QuickBooks Desktop, Online & Enterprise • Zoho • Great Plains • MAS 90 • Oracle • SAP