



Katherine Rogers

Qualifications Summary

Katherine is an accounting professional with over sixteen years of experience in financial accounting and reporting for small businesses and nonprofits. Her expertise lies in general ledger and subledger management, as well as policy and procedure strengthening, that lead to accurate and reliable financial statements. She also enjoys creating the tools and reports to supplement the accounting system that are often needed in the nonprofit sector, such as in grants management. A critical thinker and analytically minded, she strives to protect the integrity of financial information and its usefulness to decision makers through continuous improvement of processes and internal controls.

Core Expertise

Financial Reporting & Analysis • Budgeting & Forecasting • Month- & Year-End Close • Audit Preparation • Nonprofit Accounting • Grants and Contracts Management • Indirect Cost Allocations • Cash Management • General Ledger • Balance Sheet Account Reconciliations • Accruals & Deferrals • Accounts Payable & Receivable • Payroll Processing • Wage & Tax Reporting • Inventory Management • Internal Controls • Policy & Procedure Documentation • Accounting System Setup

Professional History

ASP	Consultant	2022 – Current
CODA, Inc.	Accounting Manager	2021
	Accounting Supervisor	2019 – 2021
	General Ledger Accountant	2015 – 2019
Today Integrative Health + Wellness, LLC	Accounting Manager	2011 – 2015
Northwest Natural Medicine, LLC	Office Manager	2009 – 2011
Highland Chiropractic Clinic, PC	Office Manager	2006 – 2009
Peace Corps	Small Business Development Volunteer	2003 – 2005

Accomplishments

- Implemented annual budgets and internal monthly financial reviews that helped management to optimize operational decision making and net profit margin.
- Shortened monthly financial close time 50% by increasing accounting department efficiency, creating closing checklists and timelines, and through staff leadership.
- Developed balance sheet reconciliations and supporting schedules that streamlined general ledger maintenance, increased accuracy of monthly financials, and expedited annual audit prep.
- Created grants and contracts management tools that improved accounting and reporting, utilization tracking, compliance with agreements, and monitoring of outstanding receivables.
- Organized payroll cost allocation tracking for accurate invoicing of cost reimbursement grants.
- Implemented accounting infrastructure and office management procedures for multiple new healthcare practices to maximize revenue and operational cash flow.

Education / Licenses

- Post-Baccalaureate Accounting Certificate – Portland State University, Portland
- Bachelor of Arts, Geography – Indiana University, Bloomington

Software

- QuickBooks Online & QuickBooks Desktop • Quantum Accounting Suite • UKG Pro • Microsoft Office Suite • Google Workspace