

Angela Walker

Qualifications Summary

Angela has over 20 years' experience as a bookkeeper and accounting professional. She has developed extensive knowledge in many areas of accounting through working with clients in the housing management, vacation rental, construction, manufacturing, and professional services industries. Analytical, organized and detail-oriented, she is a collaborative team player with an ownership mentality and a track record of delivering the highest quality strategic solutions to resolve challenges and propel business growth.

Core Expertise

Accounts Payable • Accounts Receivable • Journal Entries • Financial Reporting • Payroll Processing • Benefits Administration • Human Resources • Office Management • Vendor & Contract Management • GAAP • Software Implementation

Professional History

Accounting 365, LLC	Owner	2018 - Present
Abodian Inc	Controller	2010 - 2018
Regency West Homes	Accounting & Office Manager	2007 – 2010
New York Cupcakes	Accounting & General Manager	2005 - 2007
Max Development	Accounting & Office Manager	2003 – 2007
Lumberman's	Credit Manager	2001 – 2003
BMC West	Credit Assistant	2000 - 2001

Accomplishments

- Part of the leadership team at that helped grow a small startup manufacturing company from four employees to over 50 employees in nine years through the creation and implementation of standard operating procedures and software systems upgrades.
- Implemented internal and external accounting processes to streamline work and save time and money.
- Set up and managed an ERP system for inventory and production management.

Software

- QuickBooks Pro Online, QuickBooks Online Accountant, QuickBooks Pro 2020 Desktop
- Sage 100
- AMS360
- E3 ERP
- Bill.com, Gusto Payroll, ADP Payroll, Justworks Payroll, T-Sheets
- Microsoft Office Suite