



Toni Stark

Qualifications Summary

Toni is an accomplished accountant with over 20 years of experience. She has worked as a bookkeeper, financial accountant, auditor, and HR Manager. Striving for efficiency and productivity, she places strong focus on streamlining accounting practices and procedures. Toni has experience working with manufacturers, service companies, and retailers. She is goal orientated, a team-player, and a strong communicator.

Core Expertise

Accounts Payable and Receivables • Bank reconciliation • Budget Creation • City & State B&O Taxes • Financial Statement Reporting • Human Resource Management • Payroll • Payroll Taxes • Internal Controls Development • Full Charge Bookkeeping • Cash Management

Professional History

ASP	Consultant	2022 - Current
GPL Tax & Accounting	Accountant	2016 – 2021
Cascade Engine Center	Accountant	2007 – 2015
Pacific Services & Mfg.	Accountant	1996 – 2006

Accomplishments

- Managed and facilitated payroll for distributor with personnel in multiple states
- Developed accounting systems to streamline implemented new accounting software
- Extensive experience in L&I claims, manufacturing warranties and B&O compliance
- Responsible for all new hire and exit interviews for 150 employees,

Education / Licenses

- Bachelor of Arts - University of Washington

Software

Microsoft Excel • Word • Outlook • QuickBooks Online, Desktop, Enterprise • ADP • Paychex • Gusto • Xero • Great Plain • Concur • Teams • slack • Zen desk