



## Ashley Palomarez

### Qualifications Summary

Passionate senior accountant with experience supplying multiple clients with all levels of accounting work. Proven team lead and management experience while facilitating growth of team members. Extensive knowledge on quarter and fiscal year end closes. Excellent communication and multi-tasking skills.

### Core Expertise

Financial Statement Preparation • AP/AR • Bank and Credit Card Reconciliation • Cash Flow Analysis • 1099 Processing • Payroll Processing • Staff Training and Mentoring • Journal Entries • Chart of Accounts Management • Operations Development • Revenue Recognition • Benefits Submission/Management

### Professional History

ASP	Consultant	2022 - Current
Syzygy business	Senior Accountant	2020 – 2022
Infusion Accounting	Operations Manager	2018 – 2020
Shaw Vineyards	Accounting & HR Manager	2016 – 2018
Junior Achievement	Office/Accounting Manager	2013 - 2016

### Accomplishments

- Increased responsibilities from entry-level AR/AP entry to managing a team within 6 years of graduating college
- Self-taught on QuickBooks Desktop and became certified in three-months.
- Helped many startups be able to evaluate and understand what their bottom-line looked like for them to achieve their objectives within their companies
- Helped hire, train, and continue mentoring a team of 6 individuals as they continued their career growth and development.

### Education / Licenses

- Associate of Applied Business –Business, Columbia Basin College
- Accounting Certificate –Accounting, Columbia Basin College
- QuickBooks ProAdvisor

### Software

QuickBooks Desktop & Online • Acumatica Accounting System • ADP • Paychex • Rippling • Gusto Payroll Systems • Microsoft Excel, Word, PowerPoint, and Outlook • Google Docs, Sheets, Drive, and Email