



## Andrew Palmer

### Qualifications Summary

Andrew is an outgoing professional with a broad range of skills and experience from nonprofits to investment banking. He is an independent self-starter ready to take on projects at all levels, assist companies as they implement change, and help them to keep everything perfectly balanced.

### Core Expertise

• Bookkeeping • Budgeting • Financial Reporting • Payroll • General Ledger • Internal Control • Accounting System Implementation • Excise Tax • Employee Benefits Administration • Company Procedures & Training • HR Management

### Professional History

ASP	Consultant	2025 - Current
Four Cedars Accounting Group	Senior Accounting Manager	2023 - 2025
Lynnwood Event Center	Director of Finance	2022 - 2023
First Hill Trust	Controller	2021 - 2022
Low Income Housing Institute	Senior Accountant	2018 - 2021
WADOT Capital	Accounting Manager	2017 - 2018
Pyatt Broadmark Management	Assistant Controller	2014 - 2017
Moss Adams, CPAs	Accounting Services Coordinator	2010 - 2014
Bader Martin, CPAs	Staff Accountant	2008 - 2009
NorthWest Credit Counseling	Full-Charge Bookkeeper	2005 - 2008

### Accomplishments

- Converted nonprofit books from cash to accrual accounting so that they could get approved for government grants, which resulted in over \$30K in annual funding.
- Converted a 2000-line investment fund from Excel to QuickBooks eliminating errors and improving efficiency.
- Wrote all the accounting procedures for twenty office locations to eliminate errors and maximize communication.
- Managed the books for two companies and a growing investment fund while being under annual audits and FINRA/SEC compliance audits, all without any issues.

### Education / Licenses

- University of Washington, Certificate of Accounting
- The Evergreen State College, Bachelor Business Administration

### Software

• QuickBooks, Online & Desktop • NetSuite • BillPay • Boston Post • MIP • Elite • CashPro • Gusto • ADP • Excel