



Anna Spencer

Qualifications Summary

Anna brings over 18 years of experience in operational accounting, leading accounting teams, month-end close, reconciliations, account clean-up, process improvement, and establishing internal controls and accounting processes and policies. Her experience spans from small businesses and start-up environments to publicly traded companies.

Core Expertise

- Financial Statement Preparation and Analysis
- Month-end management
- Reconciliations
- Journal Entries
- Chart of Accounts Management
- Cash Management
- Credit Card and Expenses Management and Reconciliation
- Process Improvements
- Implementation of Accounting Policies and Procedures
- GAAP
- Internal Controls
- New acquisitions onboarding and management
- Intercompany and multi-entity accounting
- Accounting Project Management
- Team Management
- GL and Operational Accounting
- Software implementation

Professional History

ASP	Consultant	2024 – Current
3A Financial Consulting	Consultant	2020 – Current
Dispatch Health	Accounting Manager	2021 – 2024
Angi Inc.	Accounting Manager	2018 – 2021
HomeAdvisor	Senior Accountant	2014 – 2018
Merriam Law Firm	Bookkeeper/Office Manager	2009 – 2014
Valley Taxi	Full Charge Bookkeeper	2007 – 2009

Accomplishments

- Established accounting processes and policies in accordance with GAAP
- Successfully led multiple accounting projects including, book clean up, reconciliations implementation, lease accounting implementation
- Shortened month-end process from 15 to 8 days
- Converted books from cash to accrual accounting
- Led and aided in multiple accounting software implementations (QuickBooks, NetSuite, Expensify)

Education / Licenses

- MBA in Accounting and Corporate Finance – University of Colorado in Denver
- CPA License, State of Colorado

Software

- NetSuite
- QuickBooks Online
- Sage (Peachtree)
- Expensify
- UKG
- Sampli
- Workivia
- Microsoft Excel, Word, PowerPoint & Outlook
- Google Docs, Sheets, Drive & Email