



Dori Patrick

Dori has worked in administration for a cannabis consulting company, an accounting firm, a construction company, a plumbing company and the seafood production industry. Her work with the accounting firm exposed her to many industries such as, real estate, restaurants, service industries, newspapers, retail, and even some nonprofits. She has a passion for utilizing a company's financial data, to provide insight on growth opportunities.

Core Expertise

Accounts Payable • Accounts Receivable • Financial Statements • Financial Analysis • Payroll • Tax Filing • Business Registration and Setup • Budgeting • Forensic Accounting • Project Management

Professional History

ASP	Consultant	2022 - Current
Clarity Bookkeeping Services	Owner/Project Manager	2020 - Current
Two Heads Co.	CFO/Controller	2018 - 2020
TWS Personnel Services	General Manager	2017 - 2018
Micheal Plato, CPA	Office Manager/Accountant	2015 - 2017
Craig Anderson Plumbing	Administrative Assistant	2013 - 2015
Micheal Plato, CPA	Accountant	2012 - 2013
Terra Firma Cosmetics	Owner/CFO	2004 - 2012
Coast Seafoods Company	Accounts Payable	2001 - 2004

Accomplishments

- Successfully created and managed her own cosmetics manufacturing company for 8 years
- Implemented tax line mapping through QuickBooks, saving the accounting firm that she worked for, time and money.
- Utilized cost accounting to manage the budget for a production company.
- Created a series of spreadsheets to track herbal production yield to project output and quantify potential value of raw materials based on both historical production data and current market value for finished product.
- Created and maintained estimating spreadsheets for a myriad of residential construction projects.

Software

QuickBooks Desktop • QuickBooks Pro Online • Sage 100 • Intuit Payroll • Lacerte • Microsoft Excel • Google Suite, Sheets and Docs