

Freelance Bookkeeping (st. charles county)



Location **Missouri**
<https://www.genclassifieds.com/x-448100-z>

Behind on your books, reconciling, taxes?? I can help. References Available

Bookkeeper - Contract - 1099 - Hourly St. Louis Metro
 Rates: \$50 per hour for 10 hours or less per month, 3 hour minimum

Phone: Jennifer

Bookkeeper - Contract - 1099 - Hourly

I am a Bookkeeper working for many small businesses. I primarily work from my home office but can also work from yours. I am currently using the contractor version of quickbooks . I can set up and train you to use quickbooks or I can set up and maintain quickbooks for you. Call me to discuss your needs. I will travel. I can also act as your assistant and business consultant.

Accounts Receivable Accounts Payable

Reconciling Bank Accounts Reconciling Credit Accounts

Marketing/Advertising Website, Social Media

Inventory Control Data Entry, Invoicing

Bookkeeping (Quickbooks) Purchasing/Sales

Quarterly Taxes

Payroll

Office Organization

Extremely dependable

Attention to Detail

Ability to multitask

Executing Policy & Procedures

Online Marketing Facebook Google Adwords Web Marketing



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