



HEIDI HENDRICKS

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Professional Summary

Accomplished Construction Accountant with 20+ years of expertise in financial reporting, multi-state payroll, WIP accounting, and compliance within the construction and real estate industries. Proven track record of streamlining accounting processes, improving accuracy, and delivering cost savings. Adept at collaborating with executives, contractors, and vendors to drive operational efficiency. Highly skilled in Sage, ADP, ProCore, QuickBooks, and Excel, with a reputation for improving reporting accuracy by 30% and reducing payroll errors by 25%.

Core Skills

- Financial Reporting & Analysis
- Work-In-Process (WIP) & Revenue Recognition
- Multi-State & Union Payroll
- Budgeting & Forecasting
- General Ledger Management
- Accounts Receivable / Payable
- Tax Compliance & Auditing
- Process Improvement & Cost Control
- Vendor & Contractor Relations
- ERP Systems (Sage, ProCore, QuickBooks)
- Team Leadership & Training
- MS Office Suite (Excel, Word, PowerPoint, Access)

Professional Experience

Alrig USA / Stork Construction

Sr. Accountant

03/2023 - 07/2025

- Managed \$50M+ in project budgets, ensuring compliance and accuracy in financial reporting for commercial and retail real estate projects.
- Streamlined payroll and vendor payment processes, reducing invoice turnaround time by 20% and payroll discrepancies by 15%.
- Conducted forecasting, cash flow analysis, and job costing, improving profitability tracking and project oversight.
- Leveraged WIP and percent-complete revenue recognition, achieving 100% accuracy in quarterly revenue reporting.
- Davis-Bacon Act Compliance, Certified Payroll, Wage Determinations, Fringe Benefits and Record-keeping

IMBranded

Sr. Accountant / Payroll Manager

05/2021 - 02/2023

- Oversaw accounting operations across 31 states, ensuring full compliance with payroll, tax, and reporting regulations.
- Processed payroll for 150+ employees via ADP, resolving errors and ensuring accurate benefits, garnishments, and commissions.
- Reduced sales tax filing errors by 30%, while issuing W-2s and tax documents ahead of deadlines.
- Applied WIP and revenue recognition reporting, enhancing long-term project profitability analysis by 25%.
- Davis-Bacon Act Compliance, Certified Payroll, Wage Determinations, Fringe Benefits and Record-keeping

PCI Industries, Inc.
Staff Accountant
06/2019 - 06/2020

- Administered multi-state payroll and accounts receivable for \$20M+ in projects, ensuring compliance and accuracy.
- Reconciled A/R and A/P ledgers, improving reporting efficiency and reducing errors by 20%.
- Coordinated subcontractor invoicing and AIA documents, improving payment turnaround by 15%.
- Implemented WIP revenue recognition methods, enhancing accuracy in job costing and profit tracking.
- Davis-Bacon Act Compliance, Certified Payroll, Wage Determinations, Fringe Benefits and Record-keeping

Jenkins Construction
Asst. Controller / Accounting Manager
09/2017 - 06/2019

- Supervised payroll, GL maintenance, and reconciliations, producing accurate financial statements under strict deadlines.
- Supported HR operations, including benefits administration and staff training.
- Introduced new accounting system upgrades, cutting reporting delays by 25%.
- Managed WIP revenue recognition and budgeting, ensuring precise profit forecasting.
- Davis-Bacon Act Compliance, Certified Payroll, Wage Determinations, Fringe Benefits and Record-keeping

G&T Commercial Coatings
Office Manager / HR Manager
07/2013 - 09/2017

- Directed accounting operations, union payroll, and budget reporting for a \$15M+ business unit.
- Implemented internal controls that reduced reporting errors by 30% and improved audit readiness.
- Negotiated vendor contracts, reducing office supply costs by 12% annually.
- Oversaw HR policies and benefits administration, improving employee retention.
- Davis-Bacon Act Compliance, Certified Payroll, Wage Determinations, Fringe Benefits and Record-keeping

Education

Everest University
Associate Degree in Criminal Justice
01/2014

Berkley High School
High School Diploma
01/1990