

LaCinda Dehner, CPP.

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Accounting professional and dedicated individual experienced in the accounting field. Skilled in financial reporting in cash basis, accrual, and fund accounting along with experience in many other areas of accounting including payroll, sales and use tax, and collections. I have implemented and maintained a number of accounting software's at several places of employment, as well as industry related web site. I enjoy working with the public along with working as a team with co-workers. I am a self-starter and can work independently with strong organizational skills.

Work Experience

Corporate Payroll Union Analysts

Flatiron Construction Corp - Broomfield, CO
July 2019 to Present

- Reconciliation of multi state payroll fringes for 40 Union's
- Create and document Union payroll check requests throughout workflow
- Research payroll errors and correct through corrective time cards
- Reconcile payroll vouchers to GL and document any journal entries needed.
- FedEx payments out by monthly deadlines.

Payroll Technician

City of Boulder - Boulder, CO
October 2015 to April 2019

- Implementation and maintain Payroll software. Train end users on process and procedures.
- Work with end users and Tyler Technologies to work through issues.
- Process Payroll on bi-weekly basis for 2600 employees.
- Assist in Central Finance where needed
- Assist with AP/AR processing and monthly reconciliation.
- Reconcile retainage accounts to G/L

Bookkeeper

Avedon Engineering - Longmont, CO
July 2015 to October 2015

- Reconcile sub-ledgers to G/L and prepare monthly financials statements.
- A/P, 1099, sales and use tax.
- Prepare payroll, W-2, maintain employee files.
- Inventory.

Accounting Tech

Accountemps, City of Boulder
September 2014 to July 2015

- A/P, expense reports, credit card reconciliation.

- Cash receipts and journal entries.

Payroll Coordinator

Crocs Inc

May 2014 to September 2014

- Payroll for 2500 people in multiple states on a weekly and bi-weekly basis.
- Worked with management and employees to resolve issues. Maintained employee files.
- Journal entries

Eldorado Climbing Walls & Roomlinx, Accounting Clerk

Accountemps, Contract Labor

July 2013 to May 2014

- A/R, A/P, bank and credit card reconciliation.
- Record daily cash receipts and credit card payment reconciliation.
- Collection, revenue reconciliation, WIP.

Bookkeeper and Web Administrator

Hudson Real Estate

August 1997 to February 2009

- Reconcile sub-ledgers to G/L and prepare monthly financial statements.
- A/P, 1099, sales and use tax, A/R, billing, collections.
- Prepare payroll, quarterly reporting, W-2, maintain employee files.
- Develop and write new policies and procedures.
- Implementation and maintain several accounting software and web sites
- Lead bookkeeper, including training, software, and financial review.

Education

Associate degree in Accounting in Accounting

Front Range Community College in Longmont Colorado

May 2013

Certifications and Licenses

Certified Payroll Professional CPP

October 2017 to December 2022

Certification from American Payroll Association

Additional Information

Skills

- Software's; Munis, QuickBooks pro and enterprise, ADP, Kronos, Peachtree, Tops Software, IQMS.
- Proficient in Excel, Microsoft Word, Publisher, Windows, Vista, 2010 and Office 365.