

# Robert Judd

Denver, CO 80238

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Willing to relocate to: Denver, CO

## Work Experience

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### **Accounting Specialist**

Legends Hospitality

September 2023 to Present

- Booking and reporting of daily sales for the Ball Arena, Dicks Sporting Goods Park, and Paramount Theater, utilizing multiple platforms including Quickbooks, Appetize, FreedomPay, Square, Mashgin, Tapin2, and myVenue. Accounts Receivable daily for the locations listed above. Creation of multiple Excel sales databases by event type.

### **Bookkeeper (Remote)**

Business Cents LLC

April 2021 to September 2023

- Bookkeeping in Quickbooks and Accounting Suite for multiple clients: run sales reports from POS, record deposits, enter and pay bills, manage bank feeds, record credit card transactions, run payroll, bank and credit card reconciliations, quarterly financial reports for over 200 real estate LLC's, training and onboarding additions to the financial team.

### **Office Manager**

Turner Innovations

August 2021 to January 2022

- Bookkeeping in Quickbooks and NetSuite for multiple business subsidiaries: AR and AP weekly, purchasing and light inventory management, office management, simple IT support, manage bank feeds, bank and credit card reconciliations

## Education

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### **High School Diploma**

Tuacahn High School-Ivins, UT

August 2012 to May 2016

## Skills

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- Quickbooks Certified
- Microsoft Excel
- Google Suite (10 years)
- IT support and ability to learn new system quickly

- Microsoft Office (10 years)
- FreedomPay (1 year)
- Quickbooks (3 years)
- Square (1 year)
- Accounts Receivable