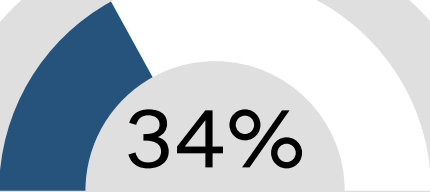


Outsourced Bookkeeping

Outsourcing bookkeeping services helps firms gain time to focus on running the business and ensuring timely financial data to make informed decisions.

Guide



34%

*Percentage of small business owners who are personally in charge of their company's bookkeeping functions.**

Let's solve for that.

NexTier Solutions provides consulting services tailored specifically to our clients' needs. Our unique collaborative approach provides a comprehensive business solution that combines accounting, compliance, and human resource management services in a single, convenient engagement.

Bookkeeping Services

At **NexTier**, we provide personalized and professional bookkeeping services catered to your business needs.



Bookkeeping

- Processing of accounting transactions
- Month-end journal entries
- Preparing financial statements
- Performing profit and loss analysis



Accounts Payable

- Process vendor payments
- Credit card management
- Expense classifications and approvals
- Real-time insights into your business spending



Accounts Receivable

- Generate customer invoicing
- Manage collections
- Work with management to estimate credit losses when necessary



Banking

- Automated bank transaction processing
- Electronic payments: wires, ACH, positive payments
- Daily and monthly cash reconciliations
- Short, medium, and long-term cash management



Payroll

- Set up payroll with third-party provider
- Payroll processing on your schedule
- Benefits and insurance administration
- Ensure compliance with all payroll related filings



Let us do the books
So you can run your business

*2021 Survey by QuickBooks Live Bookkeeping



Accounting & HR



Lance Baker

CPA, CFA

President

I have over 25 years of experience as a CFO. My specialty is finding strategic solutions to optimize growth.

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Candi Hughes

CPA, CAIA, CFP®

Chief Operating Officer

I have over 25 years of experience as a controller and operations director. My specialties are cash management, data visualization, and reporting.

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Chris Gevertz

PHR, SHRM-CP

Human Resources Director

I have over 25 years of experience and leadership in HR management, talent recruitment, and people strategy.

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Kendra Fortier

Director of Business Operations

I have over 15 years of experience in tax, relationship management, financial reporting, compliance and human resources.

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Melissa Harr

Controller

I have 20 years of customer service experience and 4 years as a controller. My specialties are financial reporting and operations.

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Lisa Drake

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I have over 20 years of experience in consulting and team management. My specialties are financial reporting and internal controls.

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Lisa Perez

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Christy Lassiter

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I have worked with CPAs and internal audit teams for over 20 years. My specialties are A/P, A/R, and cash management.

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Tayler Woolard

Assistant Controller

I have worked in health care for over 7 years. I have experience with A/P, A/R, fleet management, and financial reporting.

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Experienced Professionals
help you grow your business

