

MARY KINGSLEY

Staff Accountant



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Staff Accountant
maryk@cpn-legal.com
(513) 334-5093

EDUCATION

Warren County Career
Center, Lebanon, OH
Accounting Certificate

SKILLS

QuickBooks
Accounts Payable
Accounts Receivable
Compliance Reporting
Bookkeeping
Customer Service
Microsoft Excel

FUN FACT

Mary is a music
afficianado and has been
to more concerts that just
about anyone we know!

ABOUT MARY

Meet Mary Kingsley! Mary is one of our talented Staff Accountants. She excels in explaining things to our clients. Maybe that is because she initially set out to be a teacher. Once she took her first bookkeeping course, her focus switched and she's been a part of the accounting world ever since. Mary got her first job with a Certified Public Accountant right after school and has only worked for three firms, CPN Legal included, during her thirty-plus year career. We're very glad to have her as part of our team.

One of the things that drew Mary to CPN Legal was the family atmosphere. Having that element is important to Mary as a mother and grandmother. Born and raised in Ohio, Mary does spend some time on the road. Mary is a true fan of music and enjoys traveling for concerts. She is one of the few people we know who has attended a concert in a cave.

TURN TO HER FOR:

- Assistance with cash flow reports
- Month end reconciliation and financial reporting
- Trust Account reconciliation
- Payroll and vendor bill payments
- Client invoicing and payment processing

PROFESSIONAL SUMMARY

Accounting professional with 35 years of experience with tax preparation, company audits, payroll processing, account reconciliation, and monthly financial statements.

PAST ROLES

Paas, Blackburn and Justice, CPAs - Cincinnati, OH - Account Manager
Bachmann & Wells, CPA - Lebanon, OH - Staff Accountant

MEET CPN LEGAL

CPN Legal commits to being results-driven by measuring their ability to reduce attorney involvement in operational activities while at the same time increasing a law firm's efficiency and profitability. Focusing on serving the needs of solo practitioners and small firms, CPN Legal offers the following services: Outsourced Bookkeeping, Legal Practice Software selection and implementation, and Practice Start-Up.

