



KIMBERLY THOMPSON

Invoicing Specialist

ABOUT KIM

Let us introduce you to our Invoicing Specialist, Kim Thompson! Kim joined the CPN Legal team after learning of our need through her friend and current CPN Legal team member, Lindsay. Having worked together at the Great Miami Valley YMCA, Lindsay knew Kim's financial and bookkeeping experience would be a great fit. Kim has found CPN Legal to be a relaxed, friendly, and welcoming work environment. Her love of working with numbers makes her a stellar addition to our team.

Kim enjoys spending time outdoors. When she's not in the office, Kim can often be found at the park or hiking wood trails. If she has a choice, she'll take the unpaved path! Though her children are grown, they still make a family commitment to spend time together at Lake Cumberland and make the most of the family boat with tubing and skiing. Once football season starts, she'll be found on the couch with her family cheering for the Bengals.

KIM THOMPSON
Invoicing Specialist
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(513) 538-0591

EDUCATION

Fairfield Senior High,
Fairfield, OH
HS Diploma

SKILLS

Clio Manage
Customer Service
Microsoft Office
Payroll
Invoicing
Accounts Receivable

FUN FACT

Battled Cancer and won!
She has been cancer-free
since 2009.

TURN TO HER FOR:

- Designing Invoice Checklists
- Invoicing Services
- Accounts Receivable Follow Up and Collections
- Lawpay and Clio Payments
- Clio Manage Setup

PROFESSIONAL SUMMARY

Service driven financial professional who excels in invoicing, accounts receivable, and billing process management. Collaborative team member with strong attention to detail and clear communication skills.

PAST ROLES

The Christ Hospital - Montgomery, OH - Patient Access Coordinator

Great Miami Valley YMCA - Hamilton, OH - Financial Specialist

Gilmore Auto Body Shop - Fairfield, OH - Office Manager

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.

