

Tessa Lickiss

Bookkeeper | Agricultural & Small Business Accounting | Financial Reporting

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SUMMARY AND ACHIEVEMENT HIGHLIGHTS

Detail-oriented Bookkeeper with 15+ years of experience supporting financial operations for agricultural and small business clients. Skilled in full-cycle bookkeeping, including accounts payable/receivable, account reconciliations, payroll support, and financial reporting.

Experienced in managing multi-entity accounts and maintaining accurate financial records across QuickBooks and Xero platforms. Known for strong organization, reliability, and the ability to manage multiple clients and deadlines in a remote environment.

Brings both professional accounting experience and real-world operational knowledge of agricultural businesses.

- **Client-Focused Bookkeeping:** *Managed multiple agricultural client accounts, ensuring accurate financials and timely reporting*
- **Financial Reporting:** *Prepared monthly, quarterly, and annual financial statements to support business decisions*
- **Agricultural Accounting Expertise:** *Maintained and reconciled financials for cattle operations and multi-entity structures*
- **Accuracy & Problem Solving:** *Identified and resolved discrepancies to improve reporting reliability*
- **Industry Insight:** *Strong understanding of agricultural operations and workflows*

SKILLS

PROFESSIONAL SKILLS Full-Cycle Bookkeeping | Accounts Payable & Receivable | Account Reconciliation | Financial Reporting | Multi-Entity Accounting | Month-End Close | General Ledger | Agricultural Accounting

TECHNICAL SKILLS QuickBooks Desktop | QuickBooks Online | Xero | Microsoft Excel | Microsoft Office Suite

WORK EXPERIENCE

Specialist Level II - Accounting

Pinion, LLC | Remote | 2023 - 2026

- Managed full-cycle bookkeeping and financial reporting for agricultural clients, including cattle operations and multi-entity structures
- Prepared monthly, quarterly, and annual financial statements to support client decision-making
- Performed bank, credit card, and loan reconciliations to ensure accuracy across accounts
- Collaborated with controllers and tax teams to support year-end close and tax preparation
- Maintained financial records in QuickBooks Desktop (via Right Networks), QuickBooks Online, and Xero
- Managed multiple client engagements simultaneously while meeting deadlines and maintaining accuracy

Accounting & Operations Specialist

Golden Belt Beef & Feeders | St. John, KS | 2007 - 2013, 2016 - 2023

- Supported business operations including accounts payable, accounts receivable, and financial recordkeeping
- Assisted with tracking expenses, inventory, and operational costs related to cattle and feed operations
- Maintained organized financial documentation to support reporting and business decisions
- Managed retail store operations, including inventory, cash handling, and customer service
- Gained hands-on experience with agricultural business workflows and day-to-day operations

EDUCATION

Associate's Degree in Accounting
Barton County Community College