**Vickie Bell**

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Green Bay, WI 54304 920-819-0491

**EDUCATION University of Wisconsin-Green Bay, Coffin School of Business** Bachelor of Business Administration

Major: Accounting Minor: Business Administration

Cumulative GPA: 3.20 Major GPA: 3.45

**HONORS** Academic Excellence Scholarships, Professional Excellence Scholarship, Dean’s List

**EXPERIENCE Team Industries Inc** 2021-present

StaffAccountant

* Resolve invoice discrepancies and monitor goods not invoiced report
* Reconcile credit card purchases using Wells Fargo expense reporting
* Complete month end journal entries for all accruals/deferrals in timely manner
* Work closely with purchasing and maintenance departments for creating new open PO’s

**VF Company – Imagewear Division** 2020-2021

Staff Accountant

* Bill intercompany expenses and completed monthly reconciliations for 50 intercompany accounts valued at over 40 million in assets
* Completed monthly journal entries for accruals/deferrals
* Responsible for accuracy of balance sheet reporting valued at 1.1 billion
* Managed rebate and royalty programs and related payments
* Analyzed performance of subsidiaries and reporting of point of sale system

**Nature’s Way – Schwabe North America** 2018-2019

Accounts Payable Coordinator

* Analyzed and processed all payable documents for 4 million weekly payout
* Implemented a new accounts payable automation program
* Managed contract payments, vendor master file, and online tax filing
* Performed month end account analysis for corporate reporting

**NPS Corporation** 2015-2018

Accounts Payable Specialist

* Analyzed and processed 300+ invoices and expense reports for payment weekly
* Managed vendor relations and communicated any changes or updates
* Verified purchase order quantity and pricing
* Entered weekly cash flows and completed month end accruals

**SKILLS** Advanced in Microsoft Word, Excel, Outlook, Access, Google Docs, Drive and Sheets

SAP, Exact Macola, Infor Syteline, PeopleSoft, ADP