



Outsourced Accounting, Bookkeeping & Controller Support

<https://www.khmikitko.com> | info@khmikitko.com | 571.236.0875 | DC Metro / Northern Virginia / Virtual

PRINCIPAL

Kathleen Mikitko

BEST FIT

SMBs, GovCons, professional services

SERVICE MODEL

Monthly, project, cleanup, controller

SYSTEMS

QuickBooks, Unanet, Deltek, Excel

BUSINESS SNAPSHOT

Legal Name: KH Mikitko LLC

DBA: Kathleen Mikitko

Location: DC Metro / NOVA / Virtual

SOFTWARE

- QuickBooks Desktop & Online
- Unanet
- Deltek GCS Premier
- Peachtree / MAS90
- Excel, Google Sheets

IDEAL CLIENTS

- Small and mid-sized businesses
- Government contractors
- Professional service firms
- Remote or distributed teams
- Companies needing cleanup or close support

CONTACT

Kathleen Mikitko

Principal

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CAPABILITIES STATEMENT

KH Mikitko LLC provides outsourced bookkeeping, accounting, controller, and financial operations support for organizations that need reliable books, stronger reporting, and senior-level financial oversight without a full in-house finance department.

CORE SERVICES

Capability	How It Supports the Client
Bookkeeping & Close	Full-cycle books, reconciliations, GL review, month-end close, financial statements.
Cash & Reporting	Cash projections, management reports, budget-to-actual review, trend analysis.
AP / AR / Payroll	Vendor bills, customer billing, payroll processing support, payroll accounting entries.
Controller Support	Policies, procedures, workflow improvement, CPA coordination, audit readiness.
GovCon Support	Contract administration, indirect rates, pricing support, closeout, compliance reporting.

DIFFERENTIATORS

CFO / Controller Perspective Senior-level finance leadership behind the bookkeeping process.	GovCon Depth Experience with contracts, audits, indirect rates, and compliance requirements.
Operationally Practical Builds workflows that help owners and teams act on financial information.	Remote-Ready Comfortable leading finance work across virtual and distributed teams.

PAST PERFORMANCE HIGHLIGHTS

- Managed accounting operations for a company with more than \$20M in annual revenue.
- Served as CFO and Controller for organizations with payroll, billing, reporting, and contract administration needs.
- Led accounting software conversion and implementation projects, including Unanet.
- Coordinated tax planning, financial statement reviews, 401k audits, and CPA support.

Engagement Options: Monthly bookkeeping and close support | Cleanup and system improvement projects | Controller-level financial management

CLIENT FEEDBACK

What Clients Say

“

We hired Kathleen to do all the bookkeeping for our Property Management company and she has been a lifesaver! She cleaned up all our historical data and set us up for future accounting success. She is extremely responsive and quick to resolve any questions or issues that arise. She has been an invaluable asset for our company!

A

Ashley Timber

Owner · Stay on 30a

“

I have known Kathleen Mikitko in her capacity as CFO of my company. Kathleen, as a strategic thinker, oversees API finances as if they were her own. She is trustworthy, quick, competent, and one of the most pleasant people to work with I've ever known. She makes certain that federal, state, and local regulations are followed. She ensures API invoices are paid timely, books are balanced, and bank requirements are achieved. In addition, Kathleen interacts with our accounting firm to ensure tax returns are completed timely and accurately. Her professionalism and attention to detail have been invaluable, making complex areas feel straightforward. I highly recommend Kathleen for any accounting and/or bookkeeping needs.

J

Jennifer Wild

CEO · Alternate Perspectives, Inc.

“

Kathleen served as my Controller at Accelligence, managing our financial operations and contract management from the startup phase through our successful acquisition by a private equity-backed buyer. Throughout that journey, she consistently demonstrated exceptional professionalism, accuracy, and attention to detail. During the buyer's due diligence process, the acquisition team was extremely impressed with the accuracy, organization, and completeness of our financial and contractual records. Kathleen ensured that every aspect of our accounting and financial reporting was handled properly, compliantly, and with meticulous attention to detail, making the process as smooth and efficient as possible. Following the sale of the company, we continued working with Kathleen, and she has since become our family's outsourced bookkeeper for our other businesses and real estate investments. We rely on her completely and trust her implicitly. She is knowledgeable, dependable, and a true professional. I give Kathleen my highest recommendation to anyone seeking outsourced accounting or bookkeeping services. Any organization or individual would be fortunate to have her as a trusted financial partner.

D

Danielle Saunders

Former President, Accelligence · Managing Member, Commercial Law Group