



Outsourced Accounting, Bookkeeping & Controller Support

<https://www.khmikitko.com> | info@khmikitko.com | 571.402.2313 | 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