

## CAPABILITY STATEMENT

### CORE COMPETENCIES

Nitram Financial Solutions is a financial management and business development consulting practice with over 17 years of experience. Our firm works with large business enterprises and organizations by providing financial support on a temporary, interim or project basis.

You may be in need of someone to fill in:

- when someone takes an extended leave for maternity or health reasons
- when a staff member is promoted to a new position
- when you take on a new project that requires an expert to help guide you and ensure profitability

Our team is highly trained to fill a void during your time of need for the following services:

- |                            |                                   |                           |
|----------------------------|-----------------------------------|---------------------------|
| ➤ Bookkeeping / Accounting | ➤ Financial Analysis / Evaluation | ➤ Budgeting / Forecasting |
| ➤ Financial Reporting      | ➤ Fixed Asset Management          | ➤ Expense Management      |
| ➤ Database Management      | ➤ Account Reconciliation          | ➤ Process Improvements    |

### PAST PERFORMANCE

**Not-For-Profit** - Worked on an interim basis to process payroll and accounts payable bi-monthly. Project Term 3-6 month.

**Utility Company** - Worked in accounting department processing month end close and budget department on budget preparation and monthly analysis. Project Term - 3 years

**Architectural Design Firm** - Assisted with conversion from QuickBooks software to Timberline Sage software - Project Term 2 months

### CERTIFICATIONS

- Maryland DOT Minority Business Enterprise and Disadvantaged Business Enterprise #15-179
- Maryland Small Business Enterprise # SB12-11236
- Certified QuickBooks Pro-Advisor for QuickBooks Online and Desktop, 2012 – Current
- Licensed Life Provider, MD - 2012-Present

### SYSTEMS

- |                          |                              |
|--------------------------|------------------------------|
| ➤ Microsoft Office Suite | ➤ Clarity Systems            |
| ➤ QuickBooks             | ➤ Accountant's Trial Balance |
| ➤ Sage                   | ➤ Asset Keeper               |
| ➤ Bill.com               | ➤ Depreciation Solutions     |
| ➤ Peoplesoft             |                              |

### CODES

Duns #: 079262211

NAICS Codes: 541219, 541611

CAGE code: 72CLO

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