

City of Aniak

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This month, I continued to fulfil my monthly responsibilities which included managing accounts payable and receivable, processing payroll, reconciling bank statements and preparing the Financial Budget sheet and making sure it matches QuickBooks all the way back to July. I've been working more with Missy on understanding some of my duties and more on how we code expenses. I've been working on how to priorities my daily duties and how to utilize my hours efficiently to get the most out of my day.

Maciel John

Finance Director