

## **Karen Gutierrez**

### **Administrative Assistant, Tax & Accounting**

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Karen is an administrative assistant in the Tax & Accounting Services practice of Saltmarsh, Cleaveland & Gund. She performs a wide variety of tasks to provide administrative support for management and service for our clients. Her areas of focus include management of CCH Practice systems, processing and filing tax returns, managing financials and other administrative duties. She brings over 25 years of administrative experience and previously worked for a golf resort and a Big Four firm.

### **Certifications**

Notary Public - North Carolina