

MARKIE ANTLE

Senior Bookkeeper | Founder, Go Fig Bookz | Bookkeeping Technology & Workflow Specialist

markie@gofig.ca · gofig.ca · [LinkedIn](#) · [Facebook](#) · [Google](#)



BOOKKEEPING EXPERTISE

- Full-cycle bookkeeping
- Month-end close & financial reporting
- General ledger & trial balance
- Bank & credit-card reconciliations
- Accounts payable & receivable
- Payroll & GST/HST remittances
- Catch-up & clean-up bookkeeping
- Job costing & multi-entity accounting
- Year-end file preparation
- CRA reviews & audit support

WORKFLOW & SYSTEMS

- Workflow design & process mapping
- System integration & app-to-app workflows
- Cloud accounting implementation
- Automation & process improvement
- AI-assisted bookkeeping & app development

TECHNOLOGY

Cloud accounting: QuickBooks Online · Xero · Sage 50

Document capture: Dext · Hubdoc

Business & payroll: Salesforce · FinancialForce · ADP

Construction & operations: Jobber · Buildertrend · Procore · TouchBistro

Payments & commerce: Stripe · Square · Wise · PayPal · OFX · Shopify

INDUSTRY EXPERIENCE

Construction & trades · Professional services · Marketing & agencies · Hospitality · Retail · Medical & dental

GEOGRAPHIC EXPERIENCE

Canada-wide remote support, including Ontario and Alberta; U.S. client experience in Florida and California.

PROFESSIONAL PROFILE

Senior Bookkeeper and founder of Go Fig Bookz, providing full-cycle bookkeeping and outsourced accounting support to small and mid-sized businesses and accounting firms. Combines hands-on bookkeeping expertise with a strong systems mindset — designing efficient workflows, integrating cloud applications and improving how financial information moves between teams and platforms. Experienced in complex clean-up work, CRA reviews and audit support, and working independently or as an extension of accounting and bookkeeping teams across Canada and the U.S.

PROFESSIONAL EXPERIENCE

GO FIG BOOKZ

1997 – PRESENT

Founder & Senior Bookkeeper | Toronto / Remote — founded in 1997 and grown alongside senior industry roles; now my full-time practice

- Oversee full-cycle bookkeeping for multiple clients, including general ledger, reconciliations, A/P, A/R, payroll, remittances, month-end close and financial reporting.
- Take ownership of catch-up and clean-up engagements, resolving historical discrepancies and bringing files current, reconciled and ready for accountant review.
- Design and improve cloud accounting workflows using QuickBooks Online, Xero, Dext and Hubdoc; support job costing, multi-entity files, client onboarding and training.
- Partner with accountants and bookkeeping firms on overflow capacity, client transitions, year-end preparation and reliable ongoing file management.

SDI MARKETING

2009 – 2017

Bookkeeper → Controller | Toronto, ON

- Joined as the bookkeeper when the agency billed under \$1M annually; rose to Controller as revenue grew nearly thirtyfold to more than \$22M — leading a four-person finance team with payroll and reporting spanning 63 head-office employees and a 1,700+ person retail field force across Canadian and U.S. entities. (SDI has since grown to an estimated \$40M agency.)
- Scaled accounting processes and internal controls to support company growth across five entities and provide consistent financial information to senior leadership.
- Led implementation of Salesforce and FinancialForce, connecting finance and operating workflows and training employees through the transition.
- Redesigned the month-end close process, reducing the reporting cycle from 15 days to 5 while maintaining accurate, timely financials.

EARLIER EXPERIENCE

- **Irish Eyes Canada** (optical distribution) — General Manager: ran the company's complete operations — distribution, accounting, payroll, purchasing — from a home office for three years.
- **OWP Canada Inc.** (optical distributor, Toronto) — accounting clerk to full-cycle bookkeeper: payroll, government remittances, and HR.
- **Intuit Canada** — retail merchandising manager (Toronto/GTA) and software training.
- **Josephson's** (optometry, Toronto) — accounting and finance clerk.

EDUCATION & PROFESSIONAL STUDIES

Accounting Certificate — Humber College, Toronto

Controllershship courses — Humber College, Toronto

CGA program coursework — Ryerson University, Toronto

PROFESSIONAL STRENGTHS

Accuracy · Systems thinking · File ownership · Process improvement · Clear communication · Collaboration