



EDUCATION

- General Studies, Romeoville High School

KAY MILLS

SHE | HER

PAYROLL AND ACCOUNTING SPECIALIST

kmills@orba.com

☎ 312.670.7444

Kay Mills is the firm's Payroll and Accounting Specialist. She focuses on payroll processing and management, accounts payable, client services and operational support. Kay also serves ORBA as a member of both our Community Outreach Committee and Diversity, Equity and Inclusion Committee.

PROACTIVE

Kay is a dedicated worker whose aim is to assist the firm in achieving our business goals. She has excellent organizational and analytical skills, and possesses an acute attention to detail, often troubleshooting discrepancies within the payroll process. Kay considers herself to be a problem solver and a high achiever. She also enjoys being a client relationship builder and encourages her fellow employees to do their best work to achieve their personal goals.