



The founder of Virtual Business Services of OK, Rebecka Melson unknowingly started her career at the tender age of 16. While most of her friends were studying to pass their driving tests, Rebecka was working in an accounting office doing payroll and general bookkeeping. That same year she became certified in income tax preparation and to this day she has continued to invest time and money into her bookkeeping and accounting education.

Since the beginning of her career, Rebecka has helped grow many businesses from the ground up and she has managed the finances of established multi-million dollar conglomerates. Rebecka's impressive skill set, key personal values (including integrity, confidentiality and dedication) and impressive knowledge of the needs of small businesses and large companies make her a tremendous asset to the clients of her company.

Since she was a teenager, Rebecka has been focused on building her career. Before starting her own business in 2007, she held titles such as Bookkeeper, Accounts Receivable Clerk, Property Accountant, Tax Preparer and Property Manager for several different companies. Each of these positions has led Rebecka to where she is today: an experienced leader with the ability to work under pressure while effectively managing other people's businesses.

Her company, Virtual Business Services of OK, provides small business management & accounting, full-charge bookkeeping and payroll processing, human resource management, QuickBooks consulting and training, individual & small business income tax preparation, general administrative support and debt management to her clients.

Rebecka is a QuickBooks Certified User, Electronic Returns Originator (meaning she can E-File tax returns), licensed Oklahoma Life Insurance Producer and a Notary Public for the State of Oklahoma. She is a member of the American Business Women's Association as well as the American Institute of Professional Bookkeepers. She was also awarded the VAccolade Business Entrepreneur Award by VAnetworking.com, the world's largest virtual assistance organization, in December of 2007.