



## Britta Knott

OPERATIONS

Britta is the firm's Administrative Manager and has been with Weiss & Company LLP for over 30 years. Britta is responsible for supervising and monitoring the work of administrative staff including hiring and training. Britta provides coaching and guidance to ensure maximum efficiency. Her day-to-day responsibilities include firm-wide implementation of project management and maintaining procedures, delegating and prioritizing tasks, tax return processing and file management, managing client databases, organization of mailings, tracking of continuing education credit, generating financial statements, proposals, and business valuations. Britta also organizes internal and external company events and coordinates volunteer and charitable opportunities.

Outside of work, Britta enjoys spending time with her husband, children, and grandchildren. She enjoys outdoor activities, traveling, cooking, and reading.

### Contact Info

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