

**Position Title**

Senior Accountant – Financial Reporting

The person hired for this position is expected to grow into the Corporate Controller position in three to five years.

**Company Description**

This is a private service company with 1,000 employees in La Puente which will double in size over the next five years.

**General Description**

This position reports directly to the Corporate Controller and is responsible for Corporate financial reporting, general accounting activity relating to the month-end closing process, annual audit, variance analysis, and related duties as assigned.

**Key Responsibilities**

- Month-end financial reporting
- Monthly and annual financial closing process
- GL Account reconciliation and analysis
- Prepare and approve journal entries
- Assist in annual audit
- Assist in the development of management reporting
- Assist in various projects that include but not limited to acquisitions, software conversions, writing and implementing new policies and procedures
- Interact with other department personnel to improve processes
- Conduct research and prepare summary reports

**Skills and Attributes**

Solid communication, organizational and interpersonal skills are required. Candidates must have an strong understanding of GAAP, general ledger and other accounting related systems (Infor Infinium preferred but not required) and advanced knowledge of Microsoft Office Applications. Candidate must have the ability to complete multiple tasks accurately and timely in a fast-paced environment and have excellent problem solving skills. A commitment to work overtime during the month/year-end closing process is required.

**Experience**

Candidates must have at least 5-8 years accounting experience, including supervision of staff.

**Educational Requirements**

A bachelors degree in Business Administration, with a major in Accounting is required. CPA certificate is required.

**Compensation**

Annual salary to \$95,000 no bonus.

**Contact**

Send resume to [lara@hemingwaysolutions.com](mailto:lara@hemingwaysolutions.com).