

## Staff Accountant

**Benefits:** Candidates on temporary assignment may qualify for our competitive benefits package which includes group health, life and disability insurance and voluntary benefits such as retirement savings and holiday pay.

**Salary range:** DOE

**Employment status:** Contract / Temporary

### Description

Robert Half has an opportunity for you to become a critical part of one of our important non-profit clients, as a temporary Staff Accountant. The ideal candidate for this Staff Accountant position can prepare journal entries, monthly and year-end closings, bank reconciliation, fixed asset maintenance, and general ledger reconciliation.

#### Your responsibilities in this role

- Perform month end close, journal entries, with minimum supervision
- Regular maintenance and reconciliation of journal entries
- Support the month end, quarter end and year end closing process by preparing monthly financial close workbooks
- Partake in a variety of department-wide initiatives
- Ad-hoc reporting and special projects, as requested
- Produce complex journal entries and account reconciliations which include, but are not limited to, cash, prepaid expenses, and payroll
- Implement, maintain, and adhere to internal controls and accounting procedures ensuring compliance with GAAP
- Prepare monthly balance sheet and income statement analyses for management reporting
- Manage intercompany reconciliation, billings, and transactions
- Organize schedules for monthly payments and capital lease
- Analyze and coordinate a variety of financial data, and report it in a useful and understandable manner
- Become well-versed in month end balance sheet account reconciliations
- Maintain fixed asset ledgers, depreciation, and reconciliation

### Requirements

#### Requirements

- BA/BS or equivalent in Accounting, Finance or Economics
- Critical thinking skills and the ability to retain complex work directions
- 1+ years of recent and relevant accounting experience
- Spreadsheet and database capabilities
- Ability to work well in matrix organization and dealing with ambiguity
- Comprehensive knowledge of general ledger
- Outstanding organizational, written and verbal communication skills required
- Strong attention to detail

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Please contact Ernst & Young at 866-834-5115 with any questions. Thank you for your assistance.

**This Job Posting will expire in 10 days.**