

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

If you're looking to build your career in accounting, there's currently a Staff Accountant position through Robert Half that you may want to check out. Based in the Arlington, Virginia area, this exciting short-term contract / temporary opportunity is set in an engaging work place where hard work is rewarded. The Staff Accountant plays a major role in the preparation of monthly and year-end closings, journal entries, fixed asset maintenance, bank reconciliation, and general ledger reconciliation. The majority of time spent will be dedicated to producing Financial Statements, Cash Flow projections, and Budgets. Many aspects of internal reporting will be your responsibility during the monthly close. You will also communicate with our external auditors for quarterly reviews and annual audits, play an active role in compliance, and review schedules for the reporting processes.

Key responsibilities

- Participate in various initiatives spanning multiple departments
- Keep up fixed asset ledger, depreciation, and reconciliation
- Play a role in the month end, quarter end and year end closing process including monthly financial close workbook preparation
- Maintain capital lease and monthly payment schedules
- Assist in implementation, maintenance and adherence to internal controls and accounting procedures ensuring compliance with GAAP
- Prepare complex journal entries and account reconciliations including but not limited to cash, prepaid expenses and payroll
- Manage the design and creation of balance sheet analysis and communicate reports to management
- Analyze and coordinate a variety of financial data, and report it in a useful and understandable manner
- Ad-hoc tasks and special projects, as needed
- Carry out month end close, journal entries, without supervision

Requirements

- Ability to work within spreadsheets and databases
- Proficient with spreadsheets and databases
- Critical thinking skills and the ability to retain complex work directions
- Ability to work well in matrix organization and dealing with ambiguity
- BA/BS or equivalent in Accounting, Finance or Economics
- Takes action on items beyond formal job responsibilities
- Ability and willingness to meet business critical deadlines
- Proficient in ERP systems
- Strong organizational, written and verbal communication skills required
- Observant, accurate and able to thrive in a fast-paced environment
- Recent and relevant accounting experience
- Deep understanding of Quickbooks Online
- Knowledge of Accounts Receivable (AR)

- Solid understanding of Accounts Payable (AP)

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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.