

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: \$23.75 to \$27.50 hourly
Employment status: Contract / Temporary

Description

Robert Half has partnered with an esteemed organization in the Communications industry to find a Staff Accountant to join their dynamic team. In this position, the Staff Accountant prepares journal entries, monthly and year-end closings, bank reconciliation, fixed asset maintenance, and general ledger reconciliation. During the monthly close, many aspects of internal reporting will be your responsibility. In addition, you will participate in compliance, interact with our external auditors for quarterly reviews and annual audits, and review schedules for the reporting processes. This position involves a good deal of time spent on producing Financial Statements, Cash Flow projections, and Budgets. This Jersey City, New Jersey based company is offering a long-term contract / temporary opportunity that is multi-faceted and challenging in nature. It's a thriving environment where effort is rewarded.

Your responsibilities

- Support capital lease and monthly payment schedules
- Participate in various initiatives spanning multiple departments
- Take part the in implementation and adherence to internal controls and accounting procedures, ensuring compliance with GAAP
- Carry out fixed asset ledger, depreciation, and reconciliation
- Ad-hoc reporting and special projects, as requested
- Carry out month end close, journal entries, without supervision
- Be responsible for analysis of income statements and balance sheets and communicate findings to management
- Play a role in the month end, quarter end and year end closing process including monthly financial close workbook preparation
- Produce complex journal entries and account reconciliations including but not limited to cash, prepaid expenses and payroll
- Commentate on a wide variety of financial data and communicate it in a useful and understandable manner

Requirements

- Knowledgeable of ERP systems
- Experience working in a dynamic and changing company environment a plus
- Takes action on items beyond formal job responsibilities
- Strong organizational, written and verbal communication skills required
- BA/BS or equivalent in Accounting, Finance or Economics
- Attention to detail and demonstrated ability to follow standard procedures is a requirement
- Strong analytical skills, accuracy and attention to detail
- Recent and relevant accounting experience
- Comprehensive knowledge of MS Dynamics 365 Finance & Operations
- Deep understanding of account reconciliation
- Knowledge of month end closings
- Journal entries experience
- Ability to prioritize work and balance multiple projects and deadlines

- Competent with spreadsheets and databases
- Ability to work within spreadsheets and databases

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This Job Posting will expire in 10 days.