

## 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:** \$21.38 to \$28.00 hourly  
**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. Set in the Tucson, Arizona area, the company offering this short-term contract / temporary opportunity encourages innovation and rewards effort in the work place. The duties of Staff Accountant include fixed asset maintenance, bank reconciliation, general ledger reconciliation, journal entries, and the preparation of monthly and year-end closings. This position will require a fair amount of time dedicated to producing Financial Statements, Cash Flow projections, and Budgets. You'll also have responsibility over various aspects of internal reporting during the monthly close. You'll also be involved in compliance, communicate with our external auditors for quarterly reviews and annual audits, and review schedules for the reporting processes.

How you will make an impact

- Be responsible for account reconciliations including prepaid expenses, payroll, and other assignments
- Help with the implementation, maintenance and adherence to internal controls and accounting procedures ensuring compliance with GAAP
- Analyze and coordinate a variety of financial data, and report it in a useful and understandable manner
- Play a role in the month end, quarter end and year end closing process including monthly financial close workbook preparation
- Create monthly statement analysis to be used for management reportings
- Perform month end close, journal entries with minimum supervision
- Ad-hoc tasks and special projects, as needed
- Support capital lease and monthly payment schedules
- Participate in various initiatives spanning multiple departments
- Maintain fixed asset ledger, depreciation, and reconciliation

### Requirements

- Demonstrated ability in strong analytical, quantitative and social skills
- Strong familiarity with Month-end Close Activities
- Bank reconciliations experience
- Comprehensive knowledge of QuickBooks
- Comfortable working in a changing and dynamic environment
- Working knowledge of spreadsheets and databases
- Proficient with spreadsheets and databases
- Outstanding organizational, written and verbal communication skills required

- Ability to complete multiple tasks and projects within deadlines
- Self-driven motivator who takes initiative on projects with a strong ability to understand and solve creative challenges
- 1+ years of recent full cycle accounting
- Excellent 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.**