

## 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:** \$25.00 to \$30.00 hourly  
**Employment status:** Contract / Temporary

### Description

If you're an experienced accountant with a keen eye for accuracy, there's an exciting opportunity through Robert Half for you to check out at a growing firm. As a Staff Accountant, you will prepare journal entries, monthly and year-end closings, bank reconciliation, fixed asset maintenance, and general ledger reconciliation. You'll also be responsible for various aspects of internal reporting during the monthly close. You'll also be participating in compliance, reviewing schedules for the reporting processes, and staying connected with our external auditors for quarterly reviews and annual audits. A good deal of time in this position will be spent on producing Financial Statements, Cash Flow projections, and Budgets. This Apex, North Carolina based firm has a long-term contract / temporary position available, and offers an innovative work environment where effort is rewarded.

Your responsibilities in this role

- Execute month end close, journal entries, with little supervision
- Aid in implementation, maintenance and adherence to internal controls and accounting procedures ensuring compliance with GAAP
- Maintain intricate journal entries and account reconciliations including but not limited to cash, prepaid expenses and payroll
- Ad-hoc tasks and special projects, as needed
- Manage capital lease and monthly payment schedules
- Commentate on a wide variety of financial data and communicate it in a useful and understandable manner
- Be a part of various initiatives spanning multiple departments
- Keep up fixed asset ledger, depreciation, and reconciliation
- Assist in the month end, quarter end and year end closing process including monthly financial close workbook preparation
- Prepare monthly balance sheet and income statement analyses for management reporting

### Requirements

- Ability to work in a dynamic and changing environment
- High attention to detail and possesses excellent organizational and writing skills
- Outstanding organizational, written and verbal communication skills required
- Remarkable analytical, quantitative and social skills
- Working knowledge of spreadsheets and databases
- Posting Payments experience preferred
- Sage X3 experience
- Deep understanding of Microsoft Excel
- Bank reconciliations experience required
- Solid understanding of Accounts Receivable (AR)
- 3+ years of recent and relevant accounting experience
- Current and relevant ERP system experience
- Self-starter and strong ethical standards

- Competent with spreadsheets and databases
- Commitment and abilities to meet critical business deadlines
- BA/BS or equivalent in Accounting, Finance or Economics

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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.**