

Senior Staff Accountant – Governmental Reporting & Analysis

Responsible for recording transactions and preparing reports for various governmental programs. Prepare journal entries for daily activity, accruals, adjustment and month-end closings. Reconcile governmental accounts to supporting documentation. Processing of lockbox receipts and preparation of governmental grant funding instructions. Coordinate transaction posting to the general ledger from the loan servicing system. Analysis of income and balance sheet accounts for governmental programs and related intercompany accounts. Assist with the annual audit process and preparation of audit schedules.

Education and Experience requirements:

Bachelor's degree in accounting or finance required. At least 2 to 4 years of experience with general accounting and financial analysis. Governmental experience a plus. Solid communication, strong interpersonal skills, technology and analytical abilities with strong ability to manage multiple tasks. Ability to meet time-sensitive deadlines. A team player. Willingness to work outside of normal business hours during monthly, quarterly and annual close to meet deadlines.

Excellent benefits package, including 401 (k); immediate vesting.

To apply, submit resume to:

https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=ee890b7a-c9a4-4880-b61b-79abf60f096e&jobId=187763&lang=en_US&source=CC2&cclId=19000101_000001

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