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# Example of Accountant, Corporate Accounting Job Description

Our innovative and growing company is searching for experienced candidates for the position of accountant, corporate accounting. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for accountant, corporate accounting

* Reviews and summarizes all project related executed agreements for key information pertinent to accounting and ensures appropriate accounting departments are consulted as needed
* Gathers the information to develop adequate documentation for the footnotes of the financial statements on a quarterly and yearly basis
* Ensures that the disclosures are reasonable and accurate based on project assumptions and basis of presentation
* Obtains and prepare analysis for management discussion and analysis (MDA) on a quarterly and annual basis for External Reporting
* Provides the necessary schedules to external reporting for financial statements and MDA
* Reviews external reporting financial statement disclosures and MDA for consistency with the accounting details and project methodology
* Assists with managerial reporting requirements on a monthly, quarterly and yearly basis with financial planning and analysis (FP&A)
* Coordinates continuous ad hoc request from business development related to revenue analysis (including product level details), management allocation methodology, and
* Compiles necessary support to develop pro forma financial statements
* Prepares pro forma financial statements on a yearly and quarterly basis subsequent to agreement being executed on the projects and on a as needed basis internally prior to execution of the deal

## Qualifications for accountant, corporate accounting

* CPA (or actively in process of completing CPA license)
* 3+ years of experience in Big 4 Public Accounting or Corporate Accounting
* Self-Starter and Results Producer – Thrives on taking action, keeping commitments, getting things done
* Managerial and/or team building experience a plus
* Collaborates with design and methodology consultant in developing new project models for business development and audit format
* Liaison with tax department to determine tax impact on the business development view of projects including gain/loss calculations