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# Example of Accounting & Reporting Job Description

Our innovative and growing company is hiring for an accounting & reporting. 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 accounting & reporting

* Assist in the annual and quarterly preparation of GAAP financial statements for two SEC registrants and annual reporting for various subsidiaries
* Responsible for maintaining and improving the overall internal control environment and implementing policies and procedures where necessary to ensure the adequate safe guarding of company assets
* Manages the reconciliation of core movements and inventory between customers, cross docks, warehouses and core recyclers
* Compiles key performance indicators, identifies opportunities to develop and implement sustainable improvement actions, and reports out on performance to executive audiences
* Performs and communicates financial analysis for Core Returns Group to support the Power Solutions Lead Business month end closing process and planning/forecasting process as needed
* Collaborates with external and internal customers to ensure proper reimbursement of core returns and accurate tracking of core inventory occurs
* Supports the implementation of Power Solutions, business group and/or departmental initiatives
* Manage cash reconciliation process
* Work closely with University Finance on all Advancement related issues including systems, reporting, and closing calendars
* Work closely with the Director of Gift and Donor Records to implement process improvements and react to changing business needs to assure the integrity of gift processing and gift system feed to the general ledger

## Qualifications for accounting & reporting

* Advanced degree in Finance, Accounting or Business preferred
* CPA and/or CMA is preferred
* 6-8 years of financial accounting experience in either public accounting or industry
* 6-8 years of energy derivative accounting experience in the North American natural gas, power, or NGL industries
* High attention to detail and organization while managing multiple priorities in a fast-paced environment
* Track record of delivering successful results within a team environment