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# Example of Accounting Team Lead Job Description

Our growing company is hiring for an accounting team lead. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for accounting team lead

* Support recruiting, staffing, training and onboarding processes as appropriate
* Assist with performance management processes (e.g., goal setting, performance evaluation)
* Oversee time management processes (e.g., time approval, scheduling)
* Perform other supervisory responsibilities as appropriate
* Coordinate and liaise closely with site and corporate finance operations management as appropriate
* Identify reporting gaps and develop reports as needed
* Complete general ledger staff responsibilities (as necessary and appropriate)
* This position is responsible to interact and communicate with the respective business units in order to facilitate any special operating and/or reporting requirements
* Team Lead is required to review monthly reconciliations for balance sheet and sudbledger intercompany accounts
* Ensure the desk top procedures, process maps and templates are updated accordingly

## Qualifications for accounting team lead

* Working knowledge of SAP FI-CO
* Ability to drive process improvement / efficiencies whilst ensuring compliance and service is maintained
* Bachelor’s degree in Information Technology or Financial Information Systems (completed)
* Bacherlor’s degree in Accounting or Finance (completed)
* Bachelor's degree in Accounting or Finance, or related degree with at least 24 hours in accounting
* 5 years’ general ledger or audit experience