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# Example of Intercompany Accountant Job Description

Our company is growing rapidly and is looking for an intercompany accountant. 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 intercompany accountant

* Reconciliation of GL balances on intercompany accounts to the source systems
* Investigation and resolution of any errors with operating companies where required
* BRAVO submissions of MTSF, MTSM, QTBS, QSSA and QSSH
* SD Invoicing of Central Fees (ISIT/Storage/Communications/NETD/SSA)
* Receive POs from (follow-up and chasing if/when required)
* Perform self-assessment/approvals of SOX controls
* Cost Center analysis support
* Send copies for VAT purposes (if applicable)
* Support Internal Project related to Internal Work and Engagement Practices ◦Create, maintain and close PD’s NW, NWA’s ◦Support time reporting and concur allocation error
* Support ICRRB upload of template (if applicable)

## Qualifications for intercompany accountant

* Willingness to work in an office in SLC, Utah and/or at an existing Pro BU
* 3 years minimum experience in General Ledger
* Intercompany experience is (preferred)
* SOX audi and testing (preferred)
* Direct experience in SAP 4.0 and/or 6.0 (preferred)
* Experience in the preparation of General Ledgers, Basic Knowledge of FASB requirements, Generally Accepted Accounting Principles