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# Example of Senior Accounting Job Description

Our company is looking to fill the role of senior accounting. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for senior accounting

* Performs a variety of accounting functions such as compiling, sorting, and verifying documents (checks, bills and invoices)
* May handle the preparation and posting of recurring, standard, monthly journal entries and compiling segments of monthly closings, annual reports
* Assists in the preparation of bank account reconciliation and documentation of discrepancies
* 1-3 years accounting clerical experience or equivalent
* Review Invoice holds and un-invoiced receipts reports
* Assist in the development of functional procedures
* Responsible to perform month-end financial close on assigned business units
* Maintains up to date and accurate monthly balance sheet account reconciliations
* Proposes correcting journal entries as necessary and records monthly recurring journal entries
* Prepares month-over-month fluctuation analysis for assigned accounts and departments

## Qualifications for senior accounting

* Bachelor’s Degree in Accounting or military experience
* Of experience (minimum of 8 years of experience in an Accounting or Finance role)
* Ensure consistency of accounting treatment across all regions
* Providing training and technical accounting guidance to regional and business unit finance on revenue recognition and rebates and incentives
* Assist in the implementation of the new revenue recognition accounting standard by reviewing the calculated impact for regional deals in-scope
* Perform quarterly analytics and reporting