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# Example of Senior GL Accountant Job Description

Our growing company is looking for a senior GL 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 senior GL accountant

* Help lead the implementation of best practices in general ledger team to simplify, standardize and scale our business and global RTR organization
* Support external and internal audit requirements related to specific areas of responsibility and help develop/refine RTR accounting processes and procedures
* Work cross functionally with Technical accounting, Finance, Legal, OTC, STP, Payroll, FP&A, Tax, BIZ and various business owners on policies, processes, and help drive key system initiatives and improvements
* Assist in GL accounting integration and acquisitions
* Mentor, teach and review the work of other supporting members of the accounting team
* Manage monthly closing of financial records, including preparation of journal entries and account reconciliations for multiple general ledger accounts including cash, prepaid expenses, payroll and accrued expenses accounts
* Ensuring accurate accounting and timely completion of required payroll transactions
* Review, prepare and analyze accounting transactions, financial statements, or other financial reports to assess accuracy, completeness, and provide variance explanations
* Responsible for coordinating the completion of external auditor requests for quarterly and year-end testing
* Responsible for maintenance activities in Oracle R12, FCM and ARM

## Qualifications for senior GL accountant

* Background in public accounting, Big 4 is a plus
* Experince in monitoring Cash and Banking controls is a plus
* Must be a proactive problem solver with the ability to think outside the box, arriving at creative and effective recommendations for improvements and enhancements in financial and non-financial operations
* Other languages within the EMEA region is an advantage
* Academic excellence with financial or quantitative competence
* Prepare, review and approve the most complex journal entries, consolidated statements, balance sheet reconciliation and client carrier reconciliations