Downloaded from <https://www.velvetjobs.com/job-descriptions/temporary-accounting>

# Example of Temporary Accounting Job Description

Our innovative and growing company is searching for experienced candidates for the position of temporary accounting. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for temporary accounting

* Lead make vs
* Create and review annual budget and monthly forecast with site management teams and corporate finance
* Establish, monitor and enforce internal controls and ensure compliance with corporate policies and procedures and SOX
* Monitoring and advising operations on day to day aspects of running the plants and DC
* Collects relevant information and documentation related to specific audit assignments
* Check & verify Employee Expense Reports via our online tool Concur, for North America, EMEA and APAC regions
* Maintain monthly and reconcile monthly PTO records monitor and update vacation liability accrual
* Support internal / external audits DCAA, worker's compensation insurance, 401(k) and financial audits of payroll
* Assist in balancing and creating bi-weekly journal entries for US and Canada and submit all necessary payroll funding requests
* Execute process for accounts payable sale to JD Financial

## Qualifications for temporary accounting

* Bachelor’s degree in Accounting or Business preferred or equivalent experience
* 2 year degree in accounting or a related field preferred
* Able to work well with team members
* MBA with accounting focus or master’s degree in accounting or equivalent from a school of business accredited by the AACSB (Association to Advance Collegiate Schools of Business International)
* Or substantial executive-level relevant experience in tandem with undergraduate degree
* Previous University teaching experience in a college of business in relevant subject areas or experience teaching in a business setting