



# Example of Corporate Accounting Job Description

Powered by [www.VelvetJobs.com](http://www.VelvetJobs.com)

Our growing company is hiring for a corporate accounting. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for corporate accounting

- Provides support in analysis of developments in US GAAP
- Delivering seamless customer service with heavy cash focus ranging from the payables cycle to month end close and ad hoc reporting
- Reviewing and posting cash activity, recording accruals and expense re-classes and performing bank reconciliations
- Preparation of monthly Balance Sheet and Profit and Loss reports
- Preparing and posting Intercompany billing journal entries, reconciliations and analyses of the Intercompany account balances/activities
- Governance over Intercompany Contract management system
- Supporting the external auditors during the interim/year-end audit deliverables to achieve a timely and efficient audit close
- Manage equity accounting journal entries (ie
- Direct and ensure monthly close deadlines are met and results are consolidated to facilitate timely reporting
- Prepare work papers and coordinate the flow of information to the external auditors

## Qualifications for corporate accounting

- A bachelors degree in accounting or finance or CPA is required
- Experience working with multiple international entities, consolidations and foreign exchange
- Solid understanding of the relationship of internal controls and business processes with financial statements and financial statement assertions, the

- Excellent communications, project management and interpersonal skills
- Candidate must be willing to occasionally travel