

# Senior Accountant

compensation: **\$90k+ Annual salary, medical coverage, paid time off, remote**

employment type: **full-time**

telecommuting okay

We are an outsourced financial services firm that provides early-stage companies with three platforms of financial support: transactional accounting, CFO / strategic finance, and compliance. With our team of outsourced CFOs, Controllers, Senior Accountants, and Bookkeepers, we provide small to mid-sized companies with the support they need so that they can reduce their cost structure and focus on their core business. The majority of our clients are venture-backed technology companies, but we work with companies across a wide variety of sectors and verticals.

If you are an experienced Senior Accountant who already has your own clients and wants more, we want you!. The Senior Accountant position will afford you a high degree of flexibility. We are looking for someone who is available to work 35-40 hour a week, remotely and at client sites, located in the New York area. This is a great opportunity to work with exciting companies, and have a solid support network of financial professionals.

We are looking for stellar Senior Accountants who want to support an interesting mix of clients while building and managing their own client relationships. If you are ready to work with some great companies and strongly represent our brand, this is a great opportunity for you.

## Responsibilities

Payroll administration

Accounts payable transactions

Monthly bank reconciliations and treasury management

Monthly close package including accrued expenses, prepaid expenses, depreciation schedules and fixed asset roll-forward

Monthly financial statements and management reports as needed

Maintain the chart of accounts

Manage the general ledger and post all journal entries

Support the CFO assigned to your clients

Support outside auditors, tax preparers and valuation teams

Administer employee benefits through coordination with employee benefit broker

## Qualifications

4-6 years of accounting / bookkeeping experience

Strong understanding of GAAP and accrual accounting

Proficient in Quickbooks and Quickbooks online. Experience with Great Plains, Soloman and other ERP systems a plus

Experience working with ADP or Paychex or other payroll system

Proficient with Microsoft Word, Excel and Power Point.

Experience interacting with senior level management

**STRONG** preference for tech and start-up experience

Self- directed and able to work independently  
Excellent organizational skills  
Strong written and verbal communication skills