

Great opportunity with a well established company in the East Valley. The company is looking for an Accounting Manager.

Responsibilities:

Supervise accounting staff
All accounting functions
Reconciliation of GL accounts
Preparation of monthly and quarterly financial statements through the GL
Daily Cash budgeting - strong understanding cash flow and controls.
Implementation of Accounting policies and procedures

Daily cash management:

prepare cash report
reconcile accounts
daily funding log
update monthly reports
cash activity - from downloads
ACH schedules
weekly A/P schedule
Monthly A/P
Monthly sales tax report
Notes payable - reconciliation
daily projection sheet
downloads - from accounts
Lease - schedules - reconciliation for F/S.

Requirements:

Bachelor degree – Accounting – preferred.
Minimum 5 years higher level accounting experience (prefer public accounting experience)
Solid understanding of accounting system
Excellent communication, analytical and problem solving skills.

Please give me a call to discuss. If you know someone who might be interested, please send them my contact information.

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