

## **Junior Staff Accountant WA**

Peterson Company is currently seeking a junior staff accountant! This critical role will work closely with the Controller and CFO, assisting with month end close, financial reporting and general ledger account reconciliations.

### **Job Functions**

- Reviews, balances, and posts corporate financial data from multiple systems into the general ledger
- Performs month-end closing activities including the preparation and posting of journal entries
- Reconciles general ledger accounts; identifies and resolves discrepant items
- Works cross-divisionally to research questions about financial information and posts correcting entries in accordance with GAAP and internal account definitions
- Prepares supporting documentation for balance sheet accounts as well as journal entries
- Identifies issues and brings inconsistencies and problems to the attention of management
- Participates in developing and implementing solutions
- Generates custom and ad hoc reports as requested by management
- Serves as backup support to other accounting department team members
- Maintains awareness of all activities and issues that could impact daily operations and service levels
- Participates in ad hoc projects and assignments as needed

### **Qualifications:**

- Bachelor's Degree in Accounting, Finance or related field
- 1+ years accounting or bookkeeping experience
- Experience analyzing informational data in an ERP system, Navision (NAV) experience a plus
- Advanced Excel skills required
- Demonstrates firm understanding of how to apply GAAP to general ledger accounting
- Consistently demonstrates analytical and problem-solving skills
- Collaborative work style
- Ability to consolidate information from various sources including feedback from others to reach sound decisions
- Ability to communicate clearly and concisely, both orally and in writing
- Exceptional attention to detail
- Executes effectively by using resources efficiently, meeting deadlines, and keeping others informed of work plans and progress toward goals
- Ability to work independently and balance multiple projects and processes simultaneously