

Senior Corporate Accountant

Summary

The Senior Corporate Accountant is responsible for a wide range of financial accounting and reporting matters, with a focus on corporate accounts. Strong communication skills both face-to-face and in writing are essential, as this individual works across all lines of business within the company and interacts with other departments on a regular basis.

Job Responsibilities (responsibilities may include but are not limited to the following)

- Ensure timely and accurate monthly corporate financial reporting
- Perform corporate accounting functions, including month-end close, account reconciliations, member equity roll-ups, intercompany reconciliations, and consolidations
- Perform financial statement analysis with the ability to identify and resolve potential issues
- Maintain and develop financial statement reports within the financial accounting software system
- Calculate, record, and track all due to, due from, and note balances between entities
- Obtain and maintain a thorough understanding of the financial reporting and general ledger structure
- Review and ensure that all cash and complex transactions are properly recorded for all impacted entities
- Collaborate with other departments to ensure accurate reporting
- Use technology and data analytical skills to enhance and improve the delivery of job responsibilities
- Identify patterns and problem areas and make recommendations to management on areas of improvement
- Perform other duties as assigned

Performance Objectives

- The 7 Core Values established by Crawford Hoying to maintain its desired culture
- Willingness to learn a variety of concepts, practices, and procedures
- Strategic approach to problem-solving and troubleshooting
- Flexibility in taking on projects
- Perseverance in reconciling historical data
- Timeliness and transactional accuracy

Preferred Knowledge, Skills, Education, and Experience

- 5 years of accounting experience – public accounting strongly preferred
- Working knowledge of consolidation accounting
- Strong analytical, problem-solving, organizational, and multitasking abilities
- Strong technical and operational accounting skills; knowledge of U.S. GAAP
- Excellent interpersonal and communication skills, both written and verbal
- Results-oriented attitude with a sense of urgency and ability to work under deadline pressure
- Advanced knowledge of Excel
- Proficiency with Microsoft Office products
- Bachelor's degree
- CPA designation or MBA

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6640 Riverside Drive, Suite 500 | Dublin, OH 43017 | tel 614.335.2020

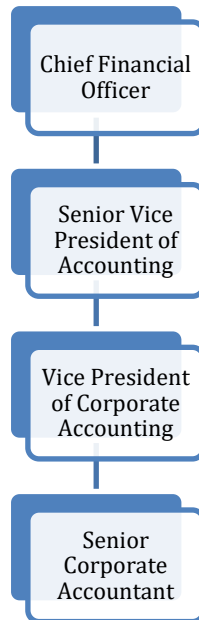
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Work Environment

The Senior Corporate Accountant works at the corporate office and interfaces with external and internal customers on a regular basis. Work hours are typically 8:00 am to 5:00 pm, Monday through Friday, subject to the needs of the department. The person in this position must be available to work additional hours as needed in busy seasons.

Reporting Structure

The Senior Corporate Accountant reports to the Vice President of Corporate Accounting.

**Physical Requirements**

The Senior Corporate Accountant's physical condition must be sufficient for the consistent and successful completion of the responsibilities defined for this position and for conformance with all professional standards defined for this position. This position frequently requires standing, walking, sitting, reaching with hands and arms, and lifting up to twenty-five pounds.

If you are interested in applying for this position, please email your resume to hr@crawfordhoying.com.