

## Accountants (2)

**Industry:** International Banking Entity (IBE)

**Location:** Metro Area

**Description:** Responsible for executing operational and financial functions which consist of handling accounting transactions, updating the in-house database system, and outsourcing services, preparing accounting entries, and prepare daily cash report which reflects all cash accounts (balances and outstanding deposits and payments).

Accountable for generating all operational & financial reporting and maintaining consistency of the operational process. Review of reserves, accruals, prepaid expenses, journal entries, balances, and outstanding deposits & payments. Ensure compliance with the accounting regulations (federal & local) thru the due diligence process. Skills in accounting & financial analysis to assist in all aspects of accounting, regulatory and financial reporting, financial audits of the funds. Review the cash accounts to validate balance, interest rates, charges. Regularly review internal controls extents to avoid operational risks, differences or discrepancies, and errors.

**Requirements:** BBA major in accounting, CPA licensed highly desirable, and/or at least approved two (2) parts of the examination. Accounting knowledge and analytical skills. At least 2 to 3 years of experience in the accounting field, preferably working with financial institutions, public accounting, or a blend of both. Experience with Sage (*Peachtree*) accounting & reporting system, internet services, and PC-based spreadsheet applications such as Excel, Word & MS PP & accustomed working with database systems. Critical thinking skills, ability to collaborate with peers, consultants, providers, & executive management professionally and tactfully. The employee should have the ability to work in a multi-tasking environment and set priorities constantly. Excellent communication skills (oral & written) in English and Spanish.

**Compensation:** \$33k-\$37k base salary, year-end bonus, plus other fringe benefits.

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