



Job Posting #:	32FB12022024	Posting Type:	External
Job Title:	General Accountant (Special Projects)	Grade/Classification:	Grade 106 - Exempt
Department:	Accounting	Location:	Fredericksburg, VA

JOB DESCRIPTION

OVERVIEW

The General Accountant (Special Projects) will directly report to the Director of Accounting and Internal Controls. The primary focus is on financial transactions and financial reporting relating to large projects undertaken by the Cooperative. This includes but not limited to construction and affiliates projects. The General Accountant (Special Projects) will ensure the project's financial reports are in compliance with accounting principles (GAAP), auditing standards (GAAS), RUS and SCC regulations.

ROLE AND RESPONSIBILITIES

- Maintain detailed financial records.
- Prepare timely and accurate monthly financial statements.
- Prepare and review journal entries and perform month-end and year-end closing activities.
- Analyze financial data and identify trends and budget variances to provide insights to management.
- Prepare presentations for the Board of Directors.
- Prepare audit schedules for independent auditor's fieldwork.
- Work directly with auditors to field data requests.
- Assist audit firm with tax filings.
- Provide financial reports and presentations to management on special projects.
- Collaborate with cross-functional teams to develop and implement processes for projects to ensure compliance in reporting and good internal controls.
- Review reconciliations of appropriate General Ledger accounts.

QUALIFICATIONS AND EDUCATION REQUIREMENTS

The ideal candidate will possess a four-year degree in accounting. A minimum of five years in the accounting profession, with increasing responsibilities. A minimum of three years in financial statement preparation and presentation. The candidate will have experience with independent auditor engagements as well as experience in Cooperatives, especially Electric Distribution, is ideal, but not necessary.

Must have desire to learn and advance within the cooperative. Must be initiative-taker with minimal supervision as well as the ability to work within different teams. Must be meticulous with a high degree of mathematical accuracy and proven analytical skills. Must have the ability to communicate accounting subject matter with non-accountants. Must have experience working on large, complex projects and reporting out status updates. Must be proficient in Microsoft office software, accounting systems and other computer products required by job responsibilities. Must have the ability to organize work to meet crucial deadlines. Must possess confidence in decision-making.

The candidate will work with the Regulatory department with annual Affiliates reporting to the SCC. The candidate will also participate in weekly accounting staff meetings. Presenting knowledge drop presentations to the accounting team various times throughout the year.

This position is based Fredericksburg, VA headquarters. Occasional work outside of scheduled hours required primarily associated with annual audit or major storms. Occasional local and out of state travel required for conferences and training. Maintain professional knowledge by attending live and/or virtual learning events annually.

HOW TO APPLY

Internal Applicants: Interested parties should submit an internal application via the **HR HUB** OR resume via **rechr@myrec.coop**.

Applicants: Use our <https://www.myrec.coop/careers> to apply for the opportunity. Please indicate the Job Posting ID **#32FB12022024**

Deadline: Open Until Filled