



Job Posting #:	08FB02292024	Posting Type:	External
Job Title:	Senior Accountant (Special Projects)	Grade/Classification:	Grade 13 - Exempt
Department:	Accounting	Location:	Fredericksburg, VA

JOB DESCRIPTION

OVERVIEW

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, affiliates, and grant projects. The Senior Accountant (Special Projects) will ensure the project's financial reports are in compliance with accounting principles (GAAP), auditing standards (GAAS), RUS and SCC regulations. The Senior Accountant (Special Projects) will directly report to the Director of Accounting and Internal Controls.

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.
- Provide support to Director of Accounting and Internal Controls on Grant funding requests and reporting.
- Work with the Regulatory department with annual Affiliates reporting to the SCC.
- Participate in weekly accounting staff meetings. Presenting knowledge drop presentations to the accounting team various times throughout the year.

QUALIFICATIONS AND EDUCATION REQUIREMENTS

A four-year degree in accounting is required. MBA preferred. CMA or CPA designation preferred. Eligibility to obtain professional certification within 24 months required. A minimum of five years in the accounting profession, with increasing levels of responsibilities. Experience with independent auditor engagements. Experience in Cooperatives, especially Electric Distribution, is ideal, but not necessary.

The candidate 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. Previous supervisory experience preferred.

Must have experience working on large, complex projects and reporting out status updates. Preference given to those with experience working clients in the construction, affiliates, and grant space. 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.

This position is for our Fredericksburg, VA location. 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 **#08FB02292024**

Deadline: Friday, May 3rd @ 5:00PM EST

*The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as a complete list of all responsibilities, duties, and skills required of personnel so classified.