HIRING: **Senior Accountant**

Quintillion is a leader in high-speed broadband, delivering exceptional service to communities across Alaska. We are committed to innovation, growth, and creating a positive impact on the regions we serve. Join our dedicated team in Anchorage, Alaska, and play a vital role in our mission.

The role:

We are seeking a detail-oriented and experienced Senior Accountant to join our team in Anchorage. Reporting directly to the Controller, the Senior Accountant will be responsible for managing key aspects of our accounting operations, including Accounts Receivable (AR), Accounts Payable (AP), journal entries, and maintaining our general ledger. This role is crucial in ensuring accurate financial reporting and supporting the financial health of our organization.

Compensation: $85,000, excellent benefits

**Key Responsibilities:**

* Maintain vendor and customer records, as well as the general ledger, using QuickBooks across multiple subsidiaries.
* Manage accruals, prepaid, fixed assets, and debt amortization schedules.
* Prepare and issue monthly customer invoices; reconcile balance sheets and bank accounts monthly.
* Review, process, and accurately code vendor invoices; prepare and execute payments via checks, wire transfers, and ACH.
* Post weekly bank transactions, credit card transactions, cash receipts, and intercompany transactions.
* Collaborate with Human Resources to prepare payroll journal entries and supporting documentation.
* Assist in the monthly close process and perform month-end journal entries.
* Support year-end processes, including 1099 preparation and W-9 maintenance.
* Adhere to internal controls and process checklists, ensuring compliance with established policies.
* Participate in special projects such as audits, data analysis, and account reconciliations.
* Contribute to daily, weekly, and monthly financial reporting, as well as other ad hoc reporting tasks.

**Education:**

AA in Accounting with 3-5 years' experience required; BBA in Accounting with 5+ years preferred.

**Experience:**

* Prior experience as a full-charge bookkeeper is strongly preferred.
* 2-5 years of experience in general accounting, with a solid understanding of GAAP.
* Proficiency with QuickBooks or similar accounting software.

**Skills:**

* Advanced knowledge of MS Excel; intermediate knowledge of MS Word and Outlook.
* Strong organizational skills and the ability to meet deadlines.
* Excellent oral and written communication skills.
* Ability to work independently with minimal supervision, demonstrating strong initiative and problem-solving skills.
* High attention to detail and the ability to handle sensitive information with discretion.

**Why Join Us?**

* Be part of a dynamic and growing organization with a commitment to innovation and excellence.
* Collaborate with a team of professionals dedicated to making a difference in Alaska.
* Competitive salary and benefits package, including health insurance, retirement plans, and paid time off.

**See the full job description here**: https://acrobat.adobe.com/id/urn:aaid:sc:VA6C2:bca584e5-399f-4e32-a8d3-5a1f1d22ccff

If you are a detail-oriented accounting professional with a passion for excellence, we want to hear from you! Apply today and take the next step in your career with Quintillion.

Quintillion is an Equal Employment Opportunity employer.