



USG WATER
— SOLUTIONS —

JOB DESCRIPTION	
General Ledger Accountant	Employee Type: Full-Time
Location: Atlanta, GA and Perry, GA	Date Posted: 8/21/2023
Qualified candidates please submit your resume to: WWW.JOBS@USGWATER.COM	

POSITION SUMMARY	<ul style="list-style-type: none"> • General Accounting
RESPONSIBILITIES	<ul style="list-style-type: none"> • Maintains financial records and ensures that financial transactions are properly recorded for all applicable general ledger accounts • Create and enter manual journal entries including general, payroll, accruals, etc. • Support Accounts Receivable, Account Payable, Tax & Project Accounting. • Reconciliation of Balance Sheet accounts ensuring accuracy and validity of data • Prepare Pre-paid and Recurring entries • Reconcile inter-company and clearing accounts • Prepare analysis on specific accounts as directed • Create or update documentation for accounting processes • Participate in month-end, Quarter-end and Year-end closings • Assist in the preparation of internal and external reviews and audits. • Verify accuracy of financial statements and distribute to appropriate parties • Other activities in any accounting area as delegated by Controller, Manager or Senior Accountant
IDEAL CANDIDATE	<ul style="list-style-type: none"> • Be able to work on you own and with a team • Organizational skills • Critical, logical, analytical thinking necessary • Strong written and verbal communication skills • Proficiency in Microsoft including Excel, Word, Outlook, and other necessary financial tools • Fundamental understanding of GAAP • Proficient in accounting reconciliation and analysis • Strong working knowledge of Excel and Word (including pivot tables, VLOOKUP's, etc.) • Must have excellent work habits, including a willingness to work the hours necessary to get the job done, especially when important deadlines cause greater than normal departmental pressures • BS/BA degree in business • Experience in accounting • ERP experience (Oracle Preferred)
WHAT WE OFFER	A comprehensive benefits and competitive compensation package, a hybrid work schedule. An opportunity to join a dynamic and growing company. A supportive work environment where you can thrive to be your best!
WORK ENVIRONMENT	Spends majority of time in an office environment. Job demands may require long periods of sitting; telephone work and/or computer work, as well as interactions with other staff members and customers. Position requires working in our Perry, GA office.

DISCLOSURE

USG Water Solution is an Equal Opportunity Employer. *This job description is a general description of essential job functions. It is not intended as an employment contract, nor is it intended to describe all duties someone in this position may perform. All employees are expected to perform tasks as assigned by supervisory personnel, regardless of job title or routine job duties. USG Water Solutions is an Equal Opportunity Employer.*