

# Colombia Jobs Expertini®

## Senior Accountant

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Company: Power Digital Marketing, Inc.

Location: Colombia

Category: business-and-financial-operations

\*\*\*Proficiency in spoken and written English at an advanced level is required for this role.

\*\*\*This is a contract position with the intent to hire as a full-time employee in 30-90 days after start date

### **A day in the life:**

As a Senior Accountant, your day includes assisting in the month-end close, preparing journal entries, and reconciling accounts. You manage revenue reconciliation and Accounts Receivable, generating invoices and credit memos. You identify process improvements, support internal systems, and collaborate on ad hoc projects. Proficiency in Netsuite, GAAP, Excel, and strong communication skills are essential for success in this role.

### **Responsibilities:**

Assist with month end close

Prepare journal entries and account reconciliations for various general ledger accounts

Revenue management - Reconciliation of Internal Model to Netsuite Billing

Assist with Accounts receivable and recommend additional actions

Generate invoices and credit memos as needed

Identifies/supports continuous improvements to internal systems and processes

Reading and comprehension of client contracts

Assist CFO and Accounting Supervisor with various ad hoc projects

### **Role Requirements:**

Proficient in Netsuite/experience required

Understanding of GAAP, related principles, and Full Cycle Accounting Dr/Cr

Experience producing, troubleshooting, and explaining Balance Sheet Reconciliations to internal/external stakeholders

Comfortable Reviewing and Communicating on Monthly P&L and Balance Sheet Information

International Accounting/Bookkeeping experience preferred

Proficient in Excel, G-Suite, Slack

Professional and effective communication

High degree of organization and ability to manage multiple projects/deadlines

Strong Attention to detail

### **Key Performance Indicators (KPIs)**

Month-end Close Efficiency: Measure time and accuracy of the month-end close process.

Account Reconciliation Accuracy: Ensure accuracy of reconciliations for data integrity.

Process Improvement Impact: Evaluate the impact of process improvements on efficiency and effectiveness.

### **Most Important Things (MITs)**

Accuracy and Compliance: Ensure accurate, compliant financial transactions.

Efficiency and Timeliness: Complete tasks promptly and efficiently.

Continuous Improvement: Identify and implement process improvements

### **Benefits & Perks:**

Base salary + commission opportunities

Robust Medical, Dental, Vision insurance plans with up to 100% employer contribution towards employee monthly premium

401(k) plan - 4% employer contribution matching

Unlimited Time Off available on day one

Fully flex work environment: full-remote, in-office, or hybrid

Employee Assistance Program (EAP)

13 observed national holidays + 2 mental health recharge days per year

2 Free Employee Assistance Programs

Unlimited opportunities for growth & leadership within a rapidly growing firm

Ongoing employee development programs for personal and professional growth (Hedgehog and Vital 5s)

Quarterly awards including prize money and recognition for outstanding performance

Opportunities to be involved in company DEI initiatives

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### **Cross References and Citations:**

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