

13.12.2021 - Auslandshandelskammern

Senior Accountant - AHK USA - Chicago

 Full-time/Part-time: Parttime

 Application deadline: 15.03.2022

 Location: Chicago

Apply at:

<https://german-american-chambers-of-commerce.breezy.hr/p/d9c53f9e8d09-senior-accountant>

The German American Chamber of Commerce® of the Midwest (GACC Midwest / AHK USA-Chicago), headquartered in Chicago with a branch office in Michigan, was founded in 1963. GACC Midwest is an integral part of the network of German Chambers of Commerce Abroad (AHKs) with 140 offices in 92 countries around the globe. Our continuing mission is to promote and assist in the expansion of bilateral trade and investment between Germany and the United States, especially the Midwest. Our organization combines elements of a trade commission, a membership association, and a professional consultancy - quite a unique concept in international trade promotion.

GACC Midwest is seeking a full-time Senior Accountant to support our team. Please note that this position will be based out of our office in downtown Chicago and is not a telecommuting opportunity. If hired, proof of vaccination will be required; certain exclusions may apply.

About the position

Responsibilities:

- The Senior Accountant's role includes, but is not limited to:
- Maintaining general ledger for GACC Midwest and its subsidiaries
- Assisting with monthly financial statements based on US GAAP
- Performing monthly reconciliation of accounts and subledgers
- Performing monthly bank reconciliations
- Assisting with quarterly and annual financial statements/forecasts based on German reporting requirements
- Preparing schedules for annual independent audit and tax returns
- Assisting with preparation of annual budget and supporting documents
- Overseeing and monitoring of project income and expenses
- Managing accounts receivable and accounts payable
- Maintaining fixed asset ledger and depreciation schedules
- Controlling employee expense reports
- Handling sales tax returns
- Supervising Accounting intern and Accounts Payable Coordinator
- Assisting departments with their use of accounting/CRM system (expense/project reporting)
- Executing special projects as needed

Required qualifications

Qualifications:

- Bachelor's degree in accounting and 5+ years of experience
- Solid knowledge of US accounting standards and taxation matters, CPA a plus
- German language ability preferred (verbal and written)
- Strong proficiency in accounting systems (NetSuite preferred)
- Strong proficiency in Microsoft Office programs (Word/Excel)
- Strong problem-solving skills
- Detail-oriented
- Ability to manage multiple priorities and deadlines
- Team player with good communication and interpersonal skills

What we offer

More information about the German American Chamber of Commerce of the Midwest can be found via <https://www.gaccmidwest.org/>.

Please apply via [this link](#).