

FLORIDA FORKLIFT



FLORIDA'S FORKLIFT DEALER

Accounting Manager

Responsibilities:

- Manage and oversee the daily operations of the accounting department
- Month and end-year process reporting
- Accounts payable/receivable
- Cash receipts
- General ledger
- Payroll and utilities
- Treasury, budgeting and cash forecasting
- Revenue and expenditure variance analysis
- Capital assets reconciliations
- Trust account statement reconciliations, check runs
- Fixed asset activity, debt activity
- Monitor and analyze accounting data and produce financial reports or statements
- Establish and enforce proper accounting methods, policies and principles
- Manage and oversee the daily operations of the accounting department.

Requirements:

- AA degree in Accounting or Finance or at least 5 years related experience.
- Proven knowledge of bookkeeping and accounting principles, practices, standards, laws and regulations
- High attention to detail and accuracy
- Ability to direct and supervise
- Proven working experience as Accounting Manager, Accounting Supervisor or Finance Manager
- Advanced computer skills on MS Office, accounting software and databases
- Ability to manipulate large amounts of data