

Senior Accountant

Job Summary

VigiLanz has an opening for a Senior Accountant. Responsibilities for this role include maintaining the organization's accounting principles, practices, and procedures; assisting with the monthly close and year end audit of the general ledger; preparation of accurate and timely monthly financial statements as well as assisting with other accounting and finance activities. VigiLanz has a small accounting and finance team and this role offers the opportunity to expand into new areas.

This position will be 100% remote and requires proven experience to plan and accomplish organizational goals and objectives.

Responsibilities include:

- Assist the Controller in:
 - Ensuring that the company's financial records are maintained in compliance with company accounting policies and procedures and U.S. GAAP standards
 - Managing the monthly close and monthly and quarterly account reconciliations
 - Maintaining sub-ledger detail for assigned accounts.
 - Preparing for and participating in the annual financial audit

- Other duties include:
 - Processing the bi-monthly payroll for VigiLanz employees
 - Maintaining the company's equity software system including issuing grants and processing option exercises.
 - Maintaining the company's revenue recognition software system to ensure that all revenue is properly accrued and recognized
 - Performing other duties as required.

Knowledge/Skill/Abilities/Background

- Bachelor's degree in Accounting with CPA or equivalent experience
- Minimum 3 years' experience in an accounting position
- Strong technical accounting experience including U.S. GAAP and revenue recognition
- Experience with accounting and budgeting software systems.
- Experience with QuickBooks, SaaSOptics, Jirav or Solium a strong plus
- Excellent communication skills both written and verbal
- Experience in working in the SaaS industry a strong plus

Please submit resume to:

Peggy Prideaux

Human Resources

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