



Accountant I

What You'll Do:

As the Accountant I, you will be assisting with the preparation of financial statements, journal entries, general ledgers, reports and taxes. You will work to control and reconcile accounts and records, assist with financial reporting, create accounting reports and schedules for internal and/or external audiences. Other duties include accounts payable, accounts receivable, and/or credit and collections.

This person may also review and audit contract terms, orders, and vouchers, as well as provide technical direction to support staff, using existing procedures to solve routine and non-routine problems while also maintaining the established procedures and performing structured work assignments. This person will be working with other accountants and receive instruction, guidance, and direction from others.

Qualifications:

- Bachelor's degree in Accounting or equivalent combination of education and experience.
- Previous related experience preferred.

Why Serve You Rx?

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Qualified applicants are encouraged to apply! Send your cover letter, resume and salary requirements to hr@serve-you-rx.com