

Staff Accountant

About A-LIGN

A-LIGN is a rapidly growing security, cyber risk advisory, and compliance solutions firm with extensive experience in providing a number of service lines that allow our clients the opportunity to reduce risk and costs, minimize administrative hassle, and grow. Our clients are located throughout the United States, Europe and Asia, and include a significant number of publicly traded and Fortune 1000 companies, as well as privately held organizations of all sizes.

A-LIGN has enhanced the work experience of our professionals by creating an environment that accentuates the greatest attributes of world-class companies. Facets of our unique risk advisory firm include:

- A dedicated executive team that values each employee and rewards exceptional work.
- A global firm where employees have the opportunity to make an impact on the direction of the organization.
- A team of individuals who are passionate about their work and their clients.
- An opportunity to grow professionally in an environment that provides career advancement opportunities. Employees will move into management based on their individual desire and progress.
- Reputable clients that value the opinion of our professionals and provide a challenging and unique work experience.

Our Values:

At A-LIGN, our Big Vision is to relentlessly exceed expectations through extraordinary people, innovative technology, and unwavering dedication to our people and the clients that we serve. Our unique values: be “all in,” commit to quality, innovate constantly and do the right thing, always, set us apart from those that simply strive to meet your expectations. We work where dedication and quality meet. We’re all in, are you?

About the Role:

The Staff Accountant will provide accounting and operations support by working independently as well as collaboratively with our team. The full-time Staff Accountant will work closely with the Controller and the Accounting Intern in to perform duties of the Accounting Department.

Accounting – 40%

- Complete bank reconciliations monthly
- Complete general ledger reconciliations monthly
- Complete credit card reconciliations monthly
- Assist with financial report preparation

Expense Management – 25%

- Record firm wide expenses

Risk Management – 25%

- Complete initial and renewal of firm CPA licensing required by states
- Complete initial and renewal of Co-founder licensing required by states to support firm licensing

- Complete initial and renewal of firm insurance coverages
- Other – 10%
- Assist to develop and maintain accounting policies, procedures, and segregation of duties
 - Provide support to Controller and team as needed

What we expect

- Bachelor's Degree in Accounting or relevant discipline preferred
- At least 2-3 years of experience in accounting
- CRM/Salesforce experience preferred
- Strong attention to detail
- Ability to work in a fast-paced environment
- Ability to work individually as well as part of a team
- Ability to meet deadlines
- Excellent communication skills
- A high degree of motivation

What we can offer you!

- 10 days of vacation per year, with an increase to 15 days after your first year
- Vacation bonus
- 401(k) plan with employer matching
- Employer-paid life insurance and disability insurance
- Employer paid health, vision, and dental insurance
- Generous holiday paid time off schedule
- Paid office closure December 24 – January 2

Please send your resume to careers@a-lign.com.