



**Position Overview**  
**Accounting Manager**

**The Position:** The Accounting Manager will be responsible for financial statements, G/L, fixed assets, and assisting the Controller as needed. Manages and oversees general accounting functions and Staff Accountants. Analysis/Application of Payments, Account Problem Resolution and Reconciliation, Collections, Assist with Accounts Receivable, Assist with Accounts Payable and Analysis Report Preparation, General Ledger Maintenance, Balance Sheet Management and Fixed Asset Management

**Job Requirements**

- Bachelor's Degree, or equivalent work experience.
- Minimum three to five years work experience in applicable field (i.e. food broker, customer, and/or principal).
- Must possess strong interpersonal, organizational, and administrative skills.
- Must have advanced understanding of the financial management process.
- Must be SOX or SCC compliant.
- Excellent time-management skills with demonstrated ability to work on multiple projects and deadlines.
- Good oral and written communication skills.
- Intermediate or advanced PC skills - This includes a strong understanding of spreadsheets (Excel), word processing (MS Word), and presentation software (PowerPoint).
- Must present a professional image and be able to represent the Company in a professional manner.

**Contact Information:** Are you passionate about Service Excellence, Results, Integrity, Entrepreneurial Focus and Leadership? These are our values at ASM. Come learn why "Winning Together" is more than just words on a piece of paper. It is the vision by which we live our mission as an organization: *"To create outstanding value for clients and customers through superior sales execution, operational excellence and innovative marketing services."*

**For immediate and confidential consideration please contact:**

**Laurie Henderson, Talent Acquisition**

Email: [laurie.henderson@asmnet.com](mailto:laurie.henderson@asmnet.com)

*Principals only please*

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