



Exempt Position in Covington, LA Hours: 8-5 M-F in office Reports to: Controller

Job Overview:

As the Senior Accountant at Gaylord Chemical Company, L.L.C. you will play a pivotal role in ensuring the accuracy, completeness, and timeliness of the financial statements.

Key Responsibilities:

Financial Close Management: Lead and manage the monthly, quarterly, and year-end financial closing processes, ensuring adherence to established deadlines and standards. Responsible for managing the opening and closing of periods in the ERP system.

Daily Cash Reconciliations: Perform daily reconciliations of bank accounts, including matching transactions, identifying variances, and resolving discrepancies in a timely manner.

General Ledger Management: Maintain general ledger chart of accounts including data governance, master data creation, data maintenance and data integrity.

Process Coordination: Coordinate with cross-functional teams, including Finance and other departments, to facilitate the timely completion of financial close activities.

Journal Entries: Preparing and reviewing journal entries ensuring accuracy and compliance with GAAP and company policies.

Account Reconciliations: Oversee the reconciliation of balance sheet accounts, including bank accounts, sub-ledgers (accounts receivable, accounts payable, and fixed assets) and accruals, resolving any discrepancies and ensuring proper documentation.

Audit Support: Serve as a primary point of contact for external auditors during financial audits, providing documentation and explanations as needed to support audit inquiries.

Tax Compliance: Coordinate with external tax advisors to ensure timely and accurate preparation and filing of corporate tax returns, including income tax, sales tax, and other regulatory filings.

Process Improvement: Continuously assess and enhance the financial close process to improve efficiency, accuracy, and internal controls, leveraging technology and automation where applicable.

Qualifications:

Bachelor's degree in Accounting, Finance, or related field; CPA certification preferred.

Minimum of 5 years of progressive accounting experience, with at least 2 years in a senior accounting role.

Strong knowledge of GAAP, financial reporting standards, and tax regulations.

Experience in conducting daily cash reconciliations and familiarity with banking systems.

Proficiency in ERP software and Microsoft Excel.

Excellent analytical, problem-solving, and communication skills.

Ability to work effectively in a fast-paced environment and manage multiple priorities with attention to detail.

Must be authorized to work for an employer in the USA without current or future restrictions.

To apply, send cover letter and resume to:

careers@gaylordchem.com

Gaylord Chemical is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, sex, sexual orientation, gender identity, age, pregnancy, genetic conditions, status as a protected veteran, or status as a qualified individual with a disability.