



JOB DESCRIPTION: Staff Accountant

OVERVIEW OF POSITION:

Beacon Intermodal Leasing, LLC is in search of a Staff Accountant in our Boston, Massachusetts headquarters office. This is a full-time role, Monday - Friday. 40+hours per week.

REPORTING:

This position reports to Accounting Manager of Beacon Intermodal Leasing, LLC

RESPONSIBILITIES:

- Responsible for preparing monthly general ledger journal entries including depreciation, accruals, prepaid expenses, reclassifications, and other standard entries for Beacon and its foreign subsidiaries
- Assist with accounts payable activities and cash related entries
- Assist to maintain fixed assets sub-ledger and reconciliation between rental and accounting systems
- Maintain balance sheet reconciliations
- Assist with preparation and presentation of quarterly and year-end financial reporting
- Assist with annual external audit and internal audit examinations, including audits of foreign subsidiaries
- Assist in the development and implementation of process improvements for accounting controls, procedures, and accounting systems
- Maintain W-9's for all vendors and assist with annual Form 1099 filing
- Support the preparation of the tax provision and support outside tax preparer requests for information
- Perform other accounting tasks and financial projects as directed.

REQUIREMENTS:

- Bachelor's Degree in Accounting or Finance preferred
- 1-2 years of work experiences (including internships); public experience highly desirable
- Experience working with Microsoft Dynamics Great Plains a plus
- Knowledge and understanding of accounting principles

SKILLS AND ABILITIES:

- Excellent time management and organizational skills with ability to handle multiple, competing deadlines
- Ability to work well both in a team environment and independently
- Ability to work cross culturally with diverse customer and employee base



- Eager to learn knowledge and processes and thrive in a fast-paced and high-volume environment while ensuring accuracy
- Excellent analytical skills with ability to work with large data sets
- Excellent communication skills, both verbal and written, with ability to document technical positions