



Job Description: Senior Accountant

Reports to: Chief Financial Officer (CFO)

Classification: Salaried Exempt

Hours: 8 a.m. – 5 p.m.

ICL is a World Class Trans-Atlantic container shipping line with an integrated logistics network offering the most reliable delivery and customer-focused solutions.

Job Summary:

Responsible for assisting in month end close activities; reviewing and analyzing transactions, general ledger accounts, and company expenditures; assists with external audit, budgets and special projects as needed.

Principal Duties & Responsibilities:

1. Assists in month end close activities
2. Reviews transactions to assure accounting treatment is in accordance with GAAP
3. Reviews general ledger accounts and makes necessary journal entries including posting monthly, quarterly, and yearly accruals
4. Analyzes and reviews company expenditures, confirms proper allocation of expenses to the various departments, and reports to the various departments as necessary
5. Provides necessary support for external auditors
6. Seeks ways to improve upon accounting processes and procedures
7. Assists with and handles special projects as needed
8. Initiates and signs electronic and paper payments
9. Assists with preparation of annual business plan

Responsibilities and tasks outlined in this document are not exhaustive and may change as determined by the needs of the company

Requirements:

- **Bachelor's Degree in Accounting** (CPA preferred)

- **2-5 years in Accounting/Auditing** (Public accounting experience preferred). Thorough knowledge and experience in the areas of financial statement preparation, GAAP, and revenue recognition
- **Authorized to work in the United States**

Desired Skills:

1. **Communication.** Communicates effectively and appropriately. Speaks and writes in a clear and credible manner. Uses good judgment as to what to communicate to whom as well as the best way to get that accomplished. Actively listens to others. Ability to present and explain information to executive management.
2. **Computer/ software knowledge.** Experience with advanced accounting systems. Advanced proficiency with Microsoft Excel.
3. **Excellent analytical and problem solving skills.** Examines information/situation in detail in order to identify key elements and make a recommendation to solve problems.
4. **Detail oriented with excellent organizational skills and deadline driven.** Keenness in examining data. Focuses on the intricate details in order to provide accurate and consistent information. Plans, organizes, and completes tasks in an acceptable time frame. Readily adheres to deadlines.
5. **Positive attitude.**
6. **Ability to work well independently and in a team environment.**
7. **Ability to handle stress appropriately and interact well with others.**

Work Environment:

This job operates in a professional office environment. This role routinely uses standard office equipment such as computers and phones. While performing the duties of this job, the employee is regularly required to talk or hear. This is largely a sedentary role. Limited travel is expected for this position.

ICL is an Equal Opportunity Employer. More company information can be found at www.icl-ltd.com

Please send resumes to sara.diaz@icl-ltd.com