Equity Cooperative Livestock Sales Association
Position Description

Position Title: Senior Accountant
Location: On-site Baraboo, Wi
Reports to: Controller
FLSA Status: Exempt
Employment Status: Full-time

Overview:
Equity, Wisconsin's largest livestock marketing cooperative, is also one of the nation's largest livestock marketing organizations. The Senior Accountant position will positively conduct activities and services of the Finance/Accounting Department to provide accounting support to the corporate office as well as market locations throughout Wisconsin and northeast Iowa and direct report to the Controller. The role of the Senior Accountant is to provide accurate and timely financial information to aid the Management Team in making decisions to establish a strong, competitive and profitable cooperative. The position will conduct daily, weekly, and monthly tasks in a manner that meets all Cooperative policies, and manage responsibilities in accordance with established goals, plans, procedures and budgets as directed by the Controller.

Essential Functions:

1. Execute timely and accurate completion of monthly accounting close processes including general ledger maintenance, journal entries, reconciliations, and preparing financial statements.
2. Ensure compliance with GAAP standards, federal, state and local tax regulations.
3. Coordinate/assist with internal and external audits, including preparing work papers, providing support documentation, responding to inquiries, supporting internal/external tax audits, and procedures.
4. Proactive analysis of financial data, identifying process improvements, automation opportunities to enhance efficiency and accuracy recommendations to Controller.
5. Assist and analyze financial statements, accounts, and data for unusual trends or discrepancies and interact with other departments and markets to resolve any problem.
6. Support the budgeting and forecasting processes for assigned areas and provide variance analysis.
7. Maintain internal control review, document financial procedures and policies as needed.
8. Oversee, manage, and process daily accounting and cash management transactions.
9. Responsible/oversee and process monthly and annual tax filing, such as, 1099s, federal, state, and local tax returns as needed/requested.
10. Lead and drive change by recognizing opportunities and implementing efficiencies and by influencing management, peers, and associates.
11. Process data through various software, including SAGE accounting software, proprietary livestock marketing software, and Microsoft Office suite.
12. Provide support via phone, email, and other modern technology tools to patrons and company personnel at all Equity locations.
13. Maintains customer confidence and protects operations by keeping information confidential.
14. Perform duties as assigned.

Qualifications and Requirements:

1. Bachelor's degree in Accounting or equivalent work experience
2. Minimum 5-7+ years of progressive accounting experience in a fast-paced corporate/cooperative environment.
3. Strong commitment to delivering high-quality, on-time, accurate financial statements.
4. Advanced proficiency in MS Office, databases and accounting software.
5. Proven ability to identify and implement process improvements.
6. Hands-on experience with spreadsheets and financial reports
7. Demonstrate the ability to be reliable and punctual on site attendance is an essential function of this position to ensure adequate daily coverage, maintain team productivity and meet operational deadlines.
8. Accuracy and attention to detail
9. Exceptional communication both verbal and written
10. Interpersonal skills, working efficiently, and being well organized
11. Strong reasoning, judgment and decision-making capabilities