

Senior Accountant

We are assisting our client, Seroogy's, a candy manufacturer and retail business with two stores in De Pere and Ashwaubenon that are among the finest candy shops in the Midwest, with the recruitment and selection of a Senior Accountant. The position will be located in the De Pere office. They have been in business for over 100 years. This position will lead and manage all activities related to the accounting and financial functions of the business.

Principal Duties and Responsibilities:

- Works closely with Presidents and GM to establish financial goals and advises the Presidents on financial matters in general.
- Works with Presidents, GM, and other leadership team members, and the accounting team to develop and implement annual plans and budgets to meet financial goals.
- Responsible for the quality, accuracy, and thoroughness of the general accounting and bookkeeping activities of the company. This responsibility includes project management activities, purchasing, cost accounting, accounts payable, accounts receivable, general ledger, inventory controls, payroll, daily cash control and deposits, bank reconciliation, expense reports, contracts, etc. Ensures the integrity of GL and reviews monthly journal entries.
- Safeguards the financial resources of the business through establishing and monitoring programs for internal controls and general security. Informs the President of any irregularities or suspicions.
- Prepares and analyzes financial and operational reports including P&L, balance sheet, and cash flow statements. Responsible for all daily, monthly and annual financial reporting including collecting data, analyzing information, preparing reports, and making recommendations.
- Supervises accounting team members. Supervision activities include interviews, participation in selecting employees, training, conducting performance appraisals and counseling employees to ensure they are able to perform their jobs and meet or exceed expectations for assigned work. Makes recommendations on wage adjustments and disciplinary actions. Monitors daily activities of staff to ensure work is performed timely and accurately. Meets with employees regularly to get their input on ways to improve operations. May involve filling in for an absent employee at times.
- May consult with the Human Resources Manager on procurement and general administration of all employee benefits such as Workers' Compensation Insurance, health and dental insurance, profit sharing, 401(k) retirement plan, and disability insurance.
- Works with the CPA firm to plan for and efficiently conduct an annual audit or review of Company accounts. Prepares year-end audit work papers as necessary. Assures that the tax information is submitted to the CPA firm in a correct and timely manner.
- Properly prepares or oversees preparation of monthly sales tax returns and annual property tax returns.

Knowledge, Skills, and Abilities:

- Four-year degree in accounting or equivalent combination of education and experience required,
- Minimum of six years of experience in accounting management is required.
- Advanced knowledge of inventory management is required.

- Must be able to:
 - efficiently and effectively utilize computerized accounting systems, prepare financial statements in a timely and accurate manner; organize, direct, and control bookkeeping and accounting activities (and perform them when necessary)
 - exercise good business judgement in making daily operating decisions with the long-term best interest of the Company in mind
 - deal effectively and cordially with a wide variety of people and situations, both pleasant and unpleasant
 - effectively supervise the work of others
 - maintain the integrity of highly confidential business information
 - communicate effectively verbally and in writing
 - deal effectively with time pressures, multiple priorities, and rapid change
 - be professional in appearance and demeanor
- Preferred background includes:
 - a CPA, CMA or other advanced training
 - food manufacturing experience

If you share a passion for providing customers with a quality product and “old world” customer service, we would love to talk with you about this position! Apply via our career portal <https://hrconsulting-wipflihr.icims.com> or send your resume to lcorbeille@wipfli.com.

An Equal Opportunity Employer of women, minorities, protected veterans and individuals with disabilities.