

Accountant

Growing, specialty, consulting firm seeks competent Accountant to support client accounting needs:

- Accounts Payable entry and cost coding support, including PO system usage
- Accounts Receivable (Invoicing Government Contracts and Grants) and Collections
- Timecards, Labor Distribution, Payroll and by employee
- Payroll Processing with outsourced payroll company
- Job Costing and Financial Monthly and/or Quarterly closes

The ideal candidate will have experience with QuickBooks Pro accounting software. A BS or BA in accounting, business, engineering, finance or liberal arts is expected, with additional interest and training in accounting desired. Experience, familiarization with, or willingness to learn Government contracting and accounting methods and techniques are preferred. This position offers long-term career potential, through training and advancement to account manager status within company.

Looking for part-time and full-time employee candidates. Salary is competitive. Current benefits include Personal Time Off, Holiday and a company Bonus plan. Some travel may be required.

Tech BizSolutions provides unique business management products and services to small businesses with Government R&D contracts. Assignments are both diverse and challenging. Work style is professional yet friendly and casual. Send resumes via email to ddonley@techbizsolutions.com or fax to (303) 660-8737.

Sr. Accountant

Growing, specialty, consulting firm seeks competent Sr. Accountant to support client accounting needs:

- Accounts Payable entry and cost coding support, including PO system usage
- Accounts Receivable (Invoicing Government Contracts and Grants) and Collections
- Timecards and Labor Distribution by employee
- Payroll Processing with outsourced payroll company
- Purchase or outsourced services using the market leading QuickBooks Pro Government Accounting Solution (GAS) program and manual with and Excel templates and installation support, as needed
- Cash Flow Analysis to determine proper Cash Disbursements
- Balance Sheet Reconciliations

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- Financial Statements with complete Project Cost information and indirect rate calculations on a month, quarterly and annual basis
- Budget versus Actual comparisons with the use of our Government Budget Solution (GBS) products
- Government audit support to ensure desired audit results (i.e. Proposal, Incurred Cost, Provisional Rate and Financial Capability Audits)
- All required annual reporting related to Government contracts
- Willingness to learn about Government contracts and possibility for growth to Account Manager providing high-level management, financial and contracts guidance to client company management and/or owners.

The ideal candidate will have experience with QuickBooks Pro accounting software. A BS or BA in accounting, business, engineering, finance or liberal arts is desired, with some experience in public accounting and a CPA or Master's degree a plus. Experience, familiarization with, or willingness to learn Government contracting and accounting methods and techniques are preferred.

Looking for part-time and full-time employee candidates. Salary is competitive. Current benefits include Personal Time Off, Holiday and a company Bonus plan. Some travel may be required.

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