



# General Accountant

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## Who you are:

We are looking to hire an Accountant at Genesee Biomedical to help with in-house accounting and finance tasks. This Accountant would preferably have a background in manufacturing or be excited to learn about the medical device manufacturing industry. Having experience with cost accounting is a must. This individual will have excellent organizational and analytical skills. Accountants are expected to be detailed oriented, knowledgeable on statistics, have strong problem-solving skills, work comfortably under pressure, and deliver on tight deadlines.

To ensure success, this Accountant should be confident, professional, and meticulous with a keen interest in the cost-efficient operations of the organization. Top candidates will have outstanding presentation and report-writing skills, with the ability to work on their own initiative and as part of a team.

This Accountant will report directly to the Controller and have opportunities to grow and take on additional leadership at the company within the finance organization.

## Who we are:

Genesee Biomedical Inc is a global leader, partner, and resource for innovative medical devices and instrumentation. We design, develop, and manufacture unsurpassed quality products in the cardiac surgical space.

## Responsibilities:

- Assist with in-house accounting tasks such as:
  - Managing AP
  - Managing AR
  - Period-End Reporting
  - Employee Expense Management
- Assist with quarterly and yearly tax preparation.
- Assist with payroll-related tasks such as benefit changes, benefits enrollment, and reviewing payroll summaries.
- Ensure company is renewing licenses and insurance plans in a timely manner.
- Eventually develop and maintain the cost accounting system, documents, and records of the organization.
- Analyze and recommend costs and cost savings.
- Prepare and complete internal cost audits.
- Comply with Generally Accepted Accounting Principles (GAAP) for financial statements.
- Analyze the data collected and log a detailed record of the results.
- Analyze any changes in goods or services provided to determine what effect it has on the cost.



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- Analyze manufacturing costs and prepare regular reports comparing standard costs to actual production costs.
- Make estimates of new and proposed product costs.
- Provide management with reports that specify and compare factors that affect the prices and profitability of products or services.
- Assist in audits and general ledger preparation.
- Conduct physical inventories and monitor the cycle count program.
- Enter monthly adjustments for inventory and unallocated overhead and direct labor.
- Help update and manage the inventory management system.
- Have a great attitude and be willing to collaborate with others on projects and any other accounting-related tasks.

## Requirements:

- Bachelor's degree in accounting or related field (essential).
- Certified public accountant (CPA) license (preferred but not necessary).
- 3 years+ of manufacturing/cost accounting experience (essential).
- Experience with Unleashed or other inventory management systems (essential)
- Experience with QuickBooks or other related accounting, billing, and expense software (essential)
- Experience in the medical device manufacturing industry
- Sound understanding of accounting principles.
- Cost systems background (preferred but not necessary).
- Analytical thinker with strong conceptual and problem-solving skills.
- Meticulous attention to detail with superb organizational skills.
- Ability to work under pressure and meet tight deadlines.
- Ability to work independently and as part of a team.
- Excellent report-writing, communication, and IT skills.

## Location:

- Denver, CO

## Salary & Benefits:

- Salary based on experience (\$65K-\$85K).
- Strong benefits package including medical, dental, vision, and life insurance, 401(k) plan, HSA, and FSA.

## How to apply:

- Please reach out directly to [omoonney@geneseebiomedical.com](mailto:omoonney@geneseebiomedical.com) if you are interested with your resume and a brief description about why you are the right candidate for this position.