

Esperanza has an immediate opening for a full-time **Senior Accountant** who would provide accounting services and support as part of our Finance team.

Esperanza is a faith-based non-profit organization committed to raising awareness and identifying resources that strengthens the Hispanic community.

The Senior Accountant is part of Esperanza's Finance team with a primary focus of supporting our Charter Schools' accounting needs. The Senior Accountant is responsible for performing general accounting functions, including operation of the general ledger system, journal entries, month-end close, analyzing financial information, and prepares accurate and timely financial reports. The Senior Accountant will also participate in completing budgets, the annual audit, and preparing financial statements/reports for PA Dept. of Education.

The successful candidate will have: 3+ years of related accounting experience, preferably in a charter school environment. BA/BS degree from an accredited college or university with a concentration in Accounting, Business, Finance or other related field of study is required.

Desired Knowledge, Skills, and Abilities include:

- Strong understanding of general accounting and finance principles, concepts, and practices.
- Knowledge of accounting/finance practices in a charter school or school district environment
- Strong analytical and organizational skills.
- Good oral and written communication skills.
- MIP Fund Accounting and Quick Books software knowledge a plus.
- Proficient with Microsoft Excel and Word.
- Detail oriented, with a strong emphasis on accuracy.
- Ability to work independently or as a team member on projects of all sizes.

Esperanza offers a comprehensive employee health & wellness benefits program. Salary is commensurate with experience. Our office is located at: 4261 North 5th Street Philadelphia, PA 19140.

Interested candidates should forward a resume along with salary requirements to: Email: jobs@esperanza.us and indicate **Senior Accountant** in the subject line. For more information, check us out on the web at: www.esperanza.us

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