

Accounting Manager at AEA Federal Credit Union in YUMA, Arizona, United States
Job ID# 4773235 on www.azjobconnection.gov

Full Time - Permanent

Pay Rate: DOE, DOQ

Job Description

Plans, directs and oversees the Accounting Department. Produces financial statements, and required budgetary and regulatory reports. Assists Sr Director Accounting & Finance in the development and implementation of programs and strategies to satisfy policies and meet organizational goals. Maximizes quality of work by ensuring functions are accurate, complete and documented as well as provide both technical and professional support. Performs duties in compliance with regulatory requirements including, but not limited to, the Bank Secrecy Act.

- Oversees, directs and leads the Accounting Department in accomplishing duties and responsibilities.
- Recommends and establishes annual employee performance goals and Individual Development Plans (IDPs).
- In collaboration, develops and implements accounting initiatives, processes and procedures that support tracking and accounting of forecasted growth and earnings strategies.
- Coaches staff toward optimum performance in support of AEA's Strategic Plan, annual budget and department goals.
- Conducts routine department and one-on-one meetings in support of department and individual performance goals.
- Conducts timely and accurate staff performance appraisals.
- Formulates and implements disciplinary action as needed.
- Recommends new hires, terminations, staff additions/reductions, promotions, transfers and salary adjustments.
- Builds trust with staff and peers through tact, diplomacy and follow-through.
- Acts as a mentor and role model to staff and peers.
- Fosters an atmosphere of teamwork, collaboration, professionalism and service.
- Makes operationally sound decisions, delegates appropriately and communicates effectively.
- Responsible for developing/recommending the department's budget, annual plan and routine reporting of the same.
- Oversees and manages the financial accounting functions of the Credit Union including, but not limited to, Accounts Payable, receivables, general ledger reconciliations, fixed assets, prepaid expenses, inventory, operating expenses, financial analysis, cost analysis, financial reporting and record-keeping, payroll and taxes.

For complete job description visit <https://www.aefcu.org/about/careers.shtml>

Job Requirements

Bachelor's Degree in Accounting or Finance or related field, preferred. A combination of education and work experience may be substituted for a college degree. Must be bondable.

A minimum of five years' work experience in accounting and/or finance, preferably in a financial institution. Five to seven years of supervisory/management experience. Experience

maybe substituted with an equivalent combination of management, leadership, supervision course work and hands-on experience.

Knowledge of financial accounting and budgeting software/applications; general ledger construction; financial, statistical and regulatory reporting; segregation of duties and internal controls; Generally Accepted Accounting Principles (GAAP) and accounting theory and practice. General understanding of the Credit union and/or financial services industry a plus.

Strong leadership with the ability to develop and motivate a team while holding team members accountable to individual and departmental objectives. Must uphold high standards of integrity, compassion, respect, and excellence. Strong analytical, planning, organizational and problem solving skills. Strong adaptability and initiative to positively lead in a changing environment. Excellent written, verbal and non-verbal communication skills. Ability to write reports, business correspondence, policy and procedure manuals. Experience in working with a variety of financial software programs; must be proficient in excel.

For complete job requirements visit <https://www.aefcu.org/about/careers.shtml>

How to Apply

Go to <https://www.aefcu.org/index.shtml> to apply for this position. Follow the instructions included at the site, including how to submit an application