
POSITION: General Accounting Manager

LOCATION: Fort Myers, FL

CLASSIFICATION: Exempt

REPORTS TO: Corporate Controller

POSITION DESCRIPTION

The General Accounting Manager will follow accounting practices established by Somero Enterprises regarding accountability, confidentiality, reporting, organization, detail, systems and procedures. The General Accounting Manager will successfully lead a team of accounting staff in a fast-paced environment with a high level of attention to detail and accuracy. This individual must be a self-starter with the ability to identify and resolve issues with limited supervision.

PRINCIPAL ACCOUNTABILITIES

- Lead a team of 2-4 accounting staff
- Monthly reconciliation of various accounts including both domestic and international
 - Determine appropriate adjustments and entries to be made
- Intercompany transactions
 - Accounting for transfer pricing on inventory related to foreign subsidiaries
 - Elimination entries to account for transactions between domestic and foreign subsidiaries and between foreign subsidiaries
- Month and year-end close procedures
 - Perform month-end and year-end consolidation procedures in ERP system (QAD)
 - Determine and prepare necessary journal entries
 - Prepare for mid-year review and year-end audits
 - Assist with creating mid-year and year-end financials and foot notes
- Work with third party tax provider on state and federal corporate tax filings
- Manage sales tax accounting through third party service, Avalara, and assist with sales tax related inquiries
- Fixed asset accounting and oversight
- Manage and oversee the accounts payable function
- Research of new FASB pronouncements
 - Analysis of new accounting pronouncements and determination of the impact to the Company
 - Ability to formulate a plan for implementation
- Development of new internal control and accounting policies
 - Analysis of current internal control policies and determining/ implementing necessary improvements
- Other domestic and international accounting procedures as assigned
- Knowledge of and compliance with Generally Accepted Accounting Principles

ATTRIBUTES

- Ability to resolve problems while handling multiple assignments
- Self-motivated team player while possessing the ability to work independently with limited supervision
- Strong organization skills and attention to detail
- Strong verbal and listening communication skills
- Strong computer skills utilizing many different software programs
- Excellent analytical skills
- Capable of following processes and initiating process improvements



- Willing to learn new skills related to principal tasks
- Ability to effectively manage time and meet deadlines

Education/Experience

- Bachelor's degree in accounting required; MBA, Master's in Accounting or related discipline preferred
- 5-10 years accounting experience with at least 3 years of supervisory experience preferred
- CPA or CPA candidate preferred
- Advanced computer skills required including use of Microsoft Office, with an emphasis on Microsoft Excel
- QAD experience preferred

WORKING CONDITIONS

- Ability to work extended hours as business needs dictate
- Ability to work for extended periods of time sitting
- Ability to occasionally attend off-site meetings or training requiring travel for extended periods up to one week
- Periodic overnight travel required

JOB DESCRIPTION ACKNOWLEDGEMENT: I have received, reviewed and discussed any questions I may have had about this job description prior to signing this form.

PRINTED NAME: _____

SIGNATURE: _____

DATE: _____