



WESTERN GLOBAL AIRLINES, LLC

TITLE: Senior Accountant	DEPARTMENT: Finance
REPORTS TO: Controller	MAIN BASE: Estero, FL
PAY RANGE: TBA	DATE REVISED: 2019

OVERALL RESPONSIBILITIES

Objective

This position will be responsible for account analysis and reconciliations, month end closing including journal entries and fixed assets, payroll, and accounts receivable support.

Essential Duties

- Administer monthly accounting close procedures and deliverables (journal entries, reconciliations, reports) in compliance with GAAP
- Prepare reconciliations of balance sheet accounts including fixed assets
- Administer Budgeting and Forecasting initiatives and monthly collaboration with departmental managers
- Build reports to provide timely, actionable visibility to financial metrics for forecasting, planning, and performance management
- Provide support for fuel purchasing administration, including oversight of fuel supplier and service provider invoicing and payments, fuel tax assessments, and assist with fuel cost tracking
- Support for Payroll, including tax reconciliations
- Support accounts receivable
- Support for credit card administration
- Audit support as needed
- Back-up for accounts payable
- Continual improvement of the automation of the accounting and reporting process
- Assist with other projects as needed.
- Other duties may be assigned; based on business needs.

Education and Experience

- Minimum Bachelor's degree in Accounting/Finance/Business
- 5+ years' overall general accounting experience.
- Strong understanding of accounting terms and concepts
- Strong knowledge of corporate reporting & analysis, including forecast analysis

The above responsibilities, duties, and skills are intended to describe the general requirements of the position. They are not intended to be an exhaustive list of all responsibilities, duties and skills required.

- Advanced skills in Microsoft Excel
- QuickBooks experience
- ERP system experience
- Detail oriented, professional attitude, reliable.
- Follow established controls and processes.
- Possess strong organizational and time management skills.
- Strong problem solving and analytical skills, basic accounting principles knowledge, research and resolution skills, and ability to multi-task.
- Ability to work independently and with a team in a very fast-paced and high-volume environment with emphasis on accuracy and timeliness.

THE COMPANY

Headquartered in Estero Florida, Western Global Airlines is an expanding FAA 121 certified cargo airline, operating MD-11 and 747-400 freighters throughout the world and offering exciting career opportunities. If you are a highly qualified excellent candidate looking for a fascinating, challenging, and meaningful career in the airline industry, with the added benefits of Southwest Florida's lifestyle, culture, beaches, warm weather activities, and the financial advantages of low cost living free of state income tax, we encourage you to send your resume to visit our website at <http://www.westernglobalairlines.com/Careers>. We offer a highly competitive compensation and benefits package along with excellent advancement and growth potential.

EQUAL OPPORTUNITY

Western Global Airlines is an Equal Opportunity Employer. It is the continuing policy of the Western Global Airlines to afford equal employment opportunity to all employees and applicants for employment without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, place of birth, age, disability, veteran status, gender identity or any other characteristic or status protected by applicable law, in accordance with federal, state and local laws.

The above responsibilities, duties, and skills are intended to describe the general requirements of the position. They are not intended to be an exhaustive list of all responsibilities, duties and skills required.