



## STAFF ACCOUNTANT

### Who We Are

Do you want to join a team that values Service, Collaboration and Excellence?

Do you want to work with an organization that is lean, green and customer focused?

If yes, then check us out!

The Long Island Power Authority's ("LIPA's") purpose is to serve our customers and community by providing clean, reliable, and affordable energy to Long Island and the Rockaways. As a not-for-profit utility, LIPA is a value-driven organization that puts customers first in all our actions.

We are a team of motivated, engaged and exceptionally talented self-starters, willing to roll up our sleeves and do what is necessary to get the job done. If you are interested in joining this dynamic team and have a passion to learn, develop and want your experience to make an immediate impact, please apply.

### What We Offer

We offer an environment of continuous development and growth. LIPA offers a thriving company culture, exceptional colleagues, and great benefits. Our benefit package includes:

- ❖ Hybrid work and flexible hours
- ❖ Medical insurance
- ❖ Dental and vision insurance at no cost to employee
- ❖ Paid holidays and generous leave time
- ❖ Professional development opportunities
- ❖ Educational assistance opportunities
- ❖ Multiple retirement plan options with company contribution
- ❖ Short-term and long-term disability coverage
- ❖ Flexible spending account
- ❖ Life Insurance
- ❖ 529 College Savings Program
- ❖ \$300 Wellness Reimbursement

### What We Want

- Minimum of Bachelor's degree in Accounting required and minimum of 3-5 years of accounting experience.
- Knowledge of accounting principles and practices
- Intermediate knowledge of Microsoft Excel
- Experience with ERP systems (Microsoft Dynamics a plus)
- Ability to meet firm deadlines, proactively prioritize needs and effectively manage priorities
- Detail oriented, thorough, and organized
- Effective written, verbal, and interpersonal communication skills to handle vendor and employee relationships
- Ability to work independently with minimal supervision

#### LIPA's Corporate Values

**Service:** In all our actions, we serve our customers, community and the environment.

**Collaboration:** We leverage the abilities of our colleagues and stakeholders to benefit our customers.

**Excellence:** We build on our successes, celebrate our wins, and learn from our mistakes.

## What You'll Do At LIPA

The Staff Accountant reports to the Manager of Accounting and is responsible for maintaining financial reports, records and general ledgers, prepares and analyzes actual performance against prior years. The Staff Accountant is responsible for the monthly, quarterly and annual financial statement closing process for LIPA and UDSA. The Staff Accountant works with the LIPA Accounting team and other LIPA/Service Provider staff to support the Accounting Department and LIPA in meeting the department and organizational goals and reporting requirements.

Essential Job Functions include:

- Support timely monthly, quarterly and year-end financial close, which includes preparing and submitting journal entries with supporting documentation, bank reconciliations, balance sheet reconciliations (LIPA and UDSA) and accruals.
- Manages intercompany transactions including reclassifying intercompany balances into the appropriate accounts.
- For all LIPA companies (including Service Provider), perform analysis of financial statements by researching trends, variances and discrepancies; process correcting entries as deemed necessary, and review monthly ledger to investigate unusual activity or identify trends to develop forecasting analysis.
- Assist with any audits and provide schedules for independent accountants/outside auditors including preparation of the annual Investment Interest Income report.
- Perform other accounting, financial, or administrative tasks as may be required from time to time. Cross functional duties may include, but are not limited to working with the other Departments including but not limited to Procurement, Treasury, and Budget Department, as well as any ad-hoc reports as deemed necessary.
- Assist in developing, implementing, and documenting accounting policies, procedures, and flowcharts by analyzing current procedures and suggesting improvements where applicable.
- Maintenance of the ERP system including updating chart of accounts, cash outflow reports and report writer.
- Assist in developing annual metrics for LIPA's Service Provider to drive improved business decisions and managing the outcomes of any such metrics

LIPA is an equal opportunity employer.

Applying: Interested parties should submit their resume to Barbara Ann Dillon, Director of Human Resources and Administration, at [2022StaffAccountant@lipower.org](mailto:2022StaffAccountant@lipower.org)

### LIPA's Corporate Values

**Service:** In all our actions, we serve our customers, community and the environment.

**Collaboration:** We leverage the abilities of our colleagues and stakeholders to benefit our customers.

**Excellence:** We build on our successes, celebrate our wins, and learn from our mistakes.