



STAFF ACCOUNTANT

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

Do you want to work with an organization that is committed to serving its customers and community by providing clean, reliable, and affordable energy to Long Island and the Rockaways?

Is being part of a value-driven organization important to you?

If yes, please contact us!

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; utility experience a plus
- Understanding of and the ability to adhere to generally accepted accounting principles (GAAP)
- 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, and preparing and analyzing actual performance against prior years and budgets. The Staff Accountant is responsible for the monthly, quarterly, and annual financial statement closing processes for LIPA and UDSA. This position also works with the LIPA Accounting team and other LIPA and/or Service Provider staff to allow the accounting function and LIPA to meet department and organizational goals and reporting requirements.

Essential Job Functions include:

- Supporting timely monthly, quarterly, and year-end financial close, which includes preparing and submitting journal entries with supporting documentation.
- Preparing various balance sheet reconciliations (LIPA and UDSA) including identifying, reporting, and correcting discrepancies.
- Reviewing monthly bank reconciliations prepared by Junior Accountant and overseeing the review of Service Provider general ledger reconciliations.
- Managing intercompany transactions including reclassifying intercompany balances into the appropriate accounts.
- For all LIPA companies (including Service Provider), performing analysis of financial statements by researching trends, variances, and discrepancies; processing and correcting entries as deemed necessary, and reviewing monthly ledger to investigate unusual activity or identify trends to develop forecasting analysis.
- Assisting with any audits and providing schedules for independent accountants and outside auditors.
- Performing other accounting, financial, or administrative tasks as well as any ad-hoc reports as deemed necessary.
- Cross functional duties may include but are not limited to working with other functions including Procurement, Treasury, and Budget.
- Assisting in developing, implementing, and documenting accounting policies, procedures, and flowcharts by analyzing current internal control procedures and suggesting improvements where applicable.
- Maintaining the ERP system including updating chart of accounts, cash outflow reports and other report writer reports.
- Assisting in developing annual metrics for LIPA's Service Provider to drive improved business decisions and managing the outcomes of any such metrics.

Salary Range: \$65,000 – \$75,000

LIPA is an equal opportunity employer.

Applying: Interested parties should submit their cover letter and resume to Barbara Ann Dillon, Director of Human Resources and Administration, at 2022StaffAccountant@lipower.org

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