



Title: General Ledger Accountant (Full-Time/Temp.)

Reporting To: Manager of General Ledger, Reporting, & External Audits

Location: Osterville, MA

General Ledger Accountant (Full-Time/Temp.)

Beers Enterprises, LLC (*"The Switch"*) founded in 1991, is the largest privately held video solutions service provider in North America. *The Switch* is recognized as the industry leading pioneer of video solution services through our innovative fiber optic network and currently provides advanced video switching and local fiber circuit services, scalable Ethernet, and *Home Runs* remote production via its *Five Nines Service* across the United States, United Kingdom, and Canada. *The Switch* was recently awarded a U.S. system patent for customer-controlled video data content delivery, the 2013 New Bay Media Product Innovation Award for Switch-IT, and the 2012 Broadcast Engineering Excellence Award for Network Automation. The Switch has experienced explosive growth and offers a fast paced and dynamic work environment with a focus on exceeding both individual and team expectations. Our customers demand "Unparalleled Quality" and *FiveNines* reliability from our network and it is our corporate responsibility to satisfy their expectations by continuing our expansion in services and network reach, while remaining cost effective.

Learn more about us at: www.theswitch.tv.

The Switch is seeking a full-time, temporary General Ledger Accountant to join our team.

Principal Responsibilities:

- Perform all general ledger related tasks (i.e. creating journal entries, executive closing entries, etc.).
- Perform monthly & period end close duties, variance reporting, account reconciliations and account analysis.
- Prepare detailed analysis and reporting to record major accruals and adjustments.
- Assist in financial statement preparation for Monthly, Quarterly and Year-End reporting.
- Maintain documentation to support the audit process.
- Analyze financial data in an accurate and timely manner.
- Prepare and review balance sheet account reconciliation.
- Prepare external US Census and other statutory requirements.
- Respond to various audit requests related to designated areas of responsibilities.
- Complete accounting and finance related projects as requested by Supervisor.
- Maintain records in an organized and orderly fashion.

Required Skills:

- Bachelor's Degree in Business, Accounting or Finance preferred.
- 3+ years Accounting/General Ledger experience.
- Experience in Telecommunications accounting is preferred.
- Strong computer aptitude and advanced proficiency in Excel required.

- Outstanding attention to detail and ability to work quickly and efficiently in a fast paced and challenging environment.
- Ability to meet assigned and tight deadlines.
- Strong problem solving and analysis skills.
- Self-motivated with excellent verbal and written communication skills.
- Excellent organizational and critical thinking skills as well as interpersonal skills required to work with a team environment.

Schedule and Compensation:

- Full Time, Hourly Rate.

Please send resumes via email to hr@theswitch.tv. No phone calls, please.