

Job title: STAFF ACCOUNTANT/New Grad

Job type: Full time, employee

Industry: Gaming

Years of Experience: 0-2

Novomatic Group of Companies is the largest gaming technology company in Europe and is continuing to expand its business in North America. Novomatic is an integrated, global gaming company producing, distributing and operating high-tech gaming equipment in well regulated markets around the world.

Our US-subsidiaries focus on the distribution of gaming equipment in the North American markets.

In order to strengthen our Finance Team in the United States in our Mount Prospect, IL office, a **STAFF ACCOUNTANT** position is vacant.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Process Accounts Payable invoices: ensuring accuracy and attention to detail
- Own Accounts Receivable process – including customer invoicing, payment application and reporting
- Prepare accounts payable and bank reconciliations, maintain client and vendor database and files, reconcile credit cards and other accounts, prepare fixed asset reports, invoicing, etc.
- Assist with preparing financial statements and related analysis for internal and external use; ensure that reporting is in line with GAAP and Corporate reporting guidelines.
- Perform general ledger accounting in our ERP System (Microsoft Dynamics Navision), ensuring all entries have appropriate and adequate supporting documentation.
- Assist with monthly and quarterly closing functions including;
 - o ensuring companies are closed in a timely manner
 - o recording appropriate asset amortizations
 - o recording appropriate accruals
 - o maintaining intercompany balances & elimination entries
 - o analyzing and reconciling general ledger balance sheet accounts
- Analyze and invoice affiliated company related costs
- Work closely with quarter/year-end audit processes with external consultants and auditors
- In addition to above duties, this position will be required to perform other duties as requested or assigned

SKILLS/EXPERIENCE:

- Bachelor's degree in Accounting, Finance, Economics or related field
- 0-1 years of Accounting experience
- Working knowledge of ERP systems advantageous (we use Microsoft Dynamics NAVISION)
- Demonstrated experience/working knowledge of Generally Accepted Accounting Principles and IFRS
- Excellent computer skills (Excel/Word/Power Point)
- Strong written and verbal communication skills
- Ability to establish and meet deadlines



- Team player with good analytical skills and problem solving ability
- Strong organization skills, attention to detail and ability to multi-task

The position is vacant as of now. Compensation package commensurate with experience

Please include your compensation expectations together with your resume and cover letter.

Novomatic Americas Sales, LLC is an Equal Opportunity Employer and does not discriminate against applicants for employment because of race, color, sex, age, religion, sexual orientation, gender identity and/or expression, status as a veteran, and basis of disability or any other federal, state or local protected class. Candidates are subject to pre-employment drug screens and background checks.

