

ESCALON[®]

POSITION LISTING

Senior Accountant

Escalon Medical Corp. (DBA Sonomed Escalon) is looking to hire a Senior Accountant to work at our office in Wayne, PA. The position allows for remote work within a commuting distance from the office for part of the week. The Senior Accountant will work in a cross-functional team and interact with all relevant functions of the organization to achieve objectives. The Senior Accountant will report directly to the VP of Finance. Specifically, the Senior Accountant will perform the following duties:

- Own the accounts payable process and ensure the accurate and timely processing of all vendor payments with some support from staff accountant.
- Maintain strong relationships with vendors and manage accurate vendor accounts.
- Provide general ledger and month end support: preparing and posting journal entries and performing account reconciliations.
- Ensure accurate and timely posting of customer payments and reconciling accounts. Monitor and manage the aging of accounts receivable.
- Manage and update customer tax statuses with documentation of sales tax exemption certificates to ensure tax compliance.
- Ensure proper documentation and record-keeping of all accounts payable, accounts receivable and other transactions and activities.
- Produce weekly, monthly, and quarterly reports and ad hoc reports.
- Update inventory spreadsheets. Ensure accuracy of inventory valuation reports and identify variances.
- Provide assistance in the preparation or update of product standard costs.
- Provide assistance in annual audit and interim reviews.

This position requires a Bachelor's degree in Accountancy or a related field. The successful candidate must also have two (2) years of accounting experience, which includes at least 18 months employed in the manufacturing industry and experience in the following:

- Drafting and reporting journal entries and reconciling accounts;
- Drafting weekly, monthly, and quarterly reports and ad hoc reports;
- Preparing the general ledger and other financial reports to provide at the end of each month;
- Handling vendors' invoices as well as issuing customers' invoices and processing payments; and
- Overseeing accounts payable (AP) as well as accounts receivable (AR).

To apply, send resume and cover letter to Richard J. DePiano, Jr., Chief Executive Officer, at humanresources@escalonmed.com.