

# Assistant Controller/Senior Accountant

DZA. Spokane Valley, Washington, United States (Hybrid)

**DZA is seeking an Assistant Controller/Senior Accountant** who is a motivated self-starter with 5 years of general ledger accounting experience to support multiple healthcare clients. The ideal candidate is a detail-oriented individual who will oversee the company's financial records and account personnel. You will be responsible for maintaining all procedures and controls related to the company's financial accounts. As a team member of the Client Advisory and Accounting Services (CAAS) service line you will:

- Manage and support the accounting function for clients
- Maintain account reconciliations and month-end schedules per client
- Prepare, understand, and record journal entries
- Assist with projects for internal audit, due diligence, and other projects
- Responsible for full-cycle general ledger accounting processes for multiple clients
- Prepares and reviews financial statements, noting unusual items to CAAS team
- Create processes and procedure documentation
- Ensures accuracy and timeliness of work performed

## Why Dingus, Zarecor & Associates PLLC?

- We are a high-growth certified public accounting firm located in Spokane Valley, Washington, serving healthcare and non-profit clients across the United States.
- We offer remote work opportunities and flexible work schedules.
- We offer excellent compensation and benefits with an ideal work/life balance.
- We are committed to delivering the highest level of client service. For us, working with healthcare and not-for-profit organizations goes beyond mere numbers and basic accounting.

## Qualifications:

- Bachelor's degree in accounting
- 5 years of relative work experience as an assistant controller or senior accountant

- Experience reviewing general ledger and preparing financial statements (healthcare and not-for-profit industry experience a plus, but not required)
- Ability to professionally oversee projects and staff and work effectively in a team environment while juggling multiple priorities
- Strong communication, organizational, analytical, client service, supervisory, problem solving, time management, and PC skills including MS Excel proficiency
- GAAP knowledge
- CPA preferred
- Travel occasionally to client sites

Education:

- Bachelor's degree in accounting or associate (required)

Experience:

- Accounting: 5 years (Required)
- General ledger accounting: 5 years (Required)
- Account reconciliation: 5 years (Required)

Work Location: Hybrid

**Benefits:**

- 401(k)
- 401(k) matching
- Dental insurance
- Flexible schedule
- Health insurance
- Paid time off
- Professional development assistance
- Vision insurance
- Work from home

If you are seeking an excellent opportunity to grow your career and join a highly-regarded firm and are eager to hear more about becoming a key part of our team, please apply to DZA. The salary range is \$75,000 - \$85,000 per year. **Email resume to [lhunter@dza.cpa](mailto:lhunter@dza.cpa).**