
Company: Jitasa

Job Title: Accounting Associate

Hiring Manager: VP of Client Services and Operations

Location: Boise, ID

Employment Status: Full Time

Description

Jitasa is the first and largest national accounting and bookkeeping services provider dedicated solely to the nonprofit sector. Since 2008, Jitasa has worked with over 300 nonprofits representing over \$250M in annual operating budgets.

Job Description / Responsibilities

We are seeking a highly motivated, cross functional, project oriented individuals to help us manage and service our clients. This position will be responsible for monthly bookkeeping/data entry, bank reconciliations, and the generation of monthly financial reports. The Accountant Associate reports directly to the Accounting Associate II.

Skills / Qualifications

1. Education: BA or BS in Finance, Accounting or General Business Management
2. Skills / Aptitude:
 - ◆ Strong written communication skills
 - ◆ Experience with Excel and other MS Office applications required
 - ◆ Strong QuickBooks experience a bonus
 - ◆ Non-Profit experience preferred

Benefits

- ◆ Compensation is dependent on experience and education
- ◆ Paid Time Off: 10 Holidays, 10 days of personal time, and 5 days to volunteer at non-profits of your choice
- ◆ Medical benefits
- ◆ 401k
- ◆ Profit Sharing
- ◆ Other long term employment incentives

To Apply

Email your cover letter and resume to jobs@jitasa.is