

NOW HIRING

Staff Accountant

Minn-Dak Farmers Cooperative is seeking full time, year-round Staff Accountant for ensuring accuracy and effectiveness in all the accounting tasks making sure GAAP principles are followed. This position reports directly to the Assistant Controller.

Essential Job Duties

- Prepare tax information for auditors and Tax Preparers which includes monitoring any new tax laws and its affects
- Process and enter journal entries, prepare monthly financial statements and related power point presentations for the Board of Directors
- Assist with financial and tax audits and footnotes to financials
- USDA Forecasting, allocation monitoring and monthly reporting
- Review weekly Accounts Payable check payments for accuracy and appropriate approvals
- Monthly GL account reconciliations
- Banking ACH/Wires, stop payments, positive pay items and deposits – including the reconciliation of the bank statement.
- Census Reports
- Other duties as required by the business
- Adhere to all company policies and all safety, food safety, feed safety, and sanitation rules and programs

Qualifications

- Bachelor's Degree in Accounting or Finance and/or related experience
- Confidentiality
- Problem Solving – Capable to research and come up with pertinent solutions in a timely and accurate manner
- Ability to produce error-free accounting reports
- Sound analytical skills and ability to summarize financial information
- Organized with excellent time management skills
- Ability to communicate effectively with management, employees and Auditors

Competencies and skill set required

- Excellent time management skills – need to be able to prioritize
- Detail oriented
- Ability to multi-task
- Communication skills including employee/auditor relationship skills
- Teamwork- must be able to work as a team and meet deadlines

More Information listed on company website: Mdf.coop/careers

Application Process

All interested and qualified individuals are encouraged to provide a resume, cover letter and transcripts. Please email to jobs@mdf.coop or mail to:

MINN-DAK FARMERS COOPERATIVE
Attn: Zane • 7525 Red River Road • Wahpeton, ND 58075
701-671-7777

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