



SENIOR ACCOUNTANT

Responsibilities

Manage accounting activities to provide accurate financial records and tax filings, and to assist management in making educated economic decisions about the company's future.

- Oversee the company's accounting activities, including the accurate and timely dissemination of financial management reports.
- Oversee disbursement activities, ensuring the accurate and timely processing of accounts payable, purchase orders, petty cash, core employee expense reports, cash control, core payroll processing and total corporate payroll tax compliance.
- Oversee accounts receivable activities to ensure the accurate and timely management of all accounts receivable aging components; coordinate with Customer Service and Sales Teams to build business processes to support timely accounts receivable management
- Responsible for all state reporting requirements, filings, and registrations, including ongoing evaluation of new state filing requirements as the business grows.
- Develops process to determine appropriate sales tax for invoicing taxable customers, by state.
- Prepare and file state sales and tax returns for each applicable state
- Work with external accounting firm for accurate and timely completion of all corporate income tax returns.
- Establish and maintain systems and controls that verify the integrity of all systems, processes and data, and enhance the company's value.
- Participate in a wide variety of special projects and compile a variety of special reports.
- Other duties, responsibilities and activities, as requested

Qualifications

- Accounting
- Financial Management.
- Technical Capacity.
- Start-up / "can do" attitude; experience working in start-up environment preferred
- High ethical standards.
- Strong communication skills.

Education and Experience

- CPA certification.
- 3-5 years of hands-on accounting experience.

BENEFITS

- Medical, Dental and Vision Insurance
- Medical Flexible Spending Account and health savings account
- Paid Time Off
- 401(k)
- Basic and Supplemental Life and AD&D
- Employee Assistance Program
- Short-Term and Long-Term Disability

ABOUT ACERA SURGICAL

Acera Surgical is revolutionizing soft tissue repair through the use of nanofiber technology.

Acera Surgical, Inc. is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status.