

KIRK'S

FAMILY OF NATURAL BRANDS

ERLANGER KY 41018 | KFONB.COM | 859.647.0777

OPEN POSITION AT KIRK'S FAMILY OF NATURAL BRANDS:

FINANCIAL ACCOUNTANT

IDEAL START DATE: ASAP

JOB DESCRIPTION

This role ensures accurate and timely reporting is available to the Financial Controller and Owners to support effective and efficient decision making. You will assist with the preparation of monthly financial reports and key performance indicators, support timely tax filings and other compliance needs, as well as the month-end process. This role reports to the Financial Controller and may assist in other accounting needs within the department.

RESPONSIBILITIES/JOB DUTIES

- Preparation of financial statements; Balance Sheet, Income Statement, Statement of Cash Flows
- Reconciliation of internal accounts as well as bank statements; support the month end process to ensure accurate posting and presentation of accounting information
- Monthly KPI report creation and distribution
- Quarterly Board Statements
- Periodic Tax filings and Insurance Audits
- Maintain organized records and documentation
- Support year end process for external accountants
- Participate in learning and development opportunities (webinars, conferences) as applicable
- Identify continued process improvement opportunities

DETAILS

Hours: 37.5 hours/week

Directly Reports to: VP of Operations & Financial Controller

Job Type: Full-time

Salary: \$65,000 per year

Work Location: Erlanger, KY

Work Remotely: No

Qualified candidates please send your resume to

Email: raymond@kirksnatural.com

Subject Line: Financial Accountant Application

QUALIFICATIONS

- Bachelors degree in Accounting, Finance or related Field
- 1-3 years Experience in an Accounting role
- Proficiency in Excel, Outlook, and Word
- Experience with ERP accounting system (SAP, NetSuite, etc.)

ABOUT US

Our business is family owned and operated by two second generation sisters, Molly & Katherine Oliver. With a growing portfolio of over 80 natural personal care products ranging in distribution at Walmart, Kroger, Publix, Amazon and more - we are just getting started!

Come join us!

CELEBRATING OVER 180 YEARS.

KIRK'S NATURAL | SOUTH OF FRANCE NATURAL BODY CARE | THE GRANDPA SOAP COMPANY