

Job Opportunity

To Apply

Email resume to: hr@probstelectric.com

Or fax to: (435) 657-1956

Staff Accountant

Job ID: UT918

Job Location: Heber City, UT

Position Type: Staff Accountant

Post Date: 09/25/2018

Job Posting Title

Staff Accountant

Company

Probst Electric is one of North America's premier utility construction companies. Probst operates from a Headquarters in Utah and has completed projects all over the United States. Probst performs new build, design build, and maintenance services for both the public and private sector utilities. Probst offers construction and maintenance services in a variety of utility markets including transmission, distribution, substation, drilling, and associated electrical. Probst is an Equal Opportunity Employer and participates in E-Verify. Comprehensive benefits package available including; medical, dental, vision, life insurance and 401k.

Position

The Staff Accountant will assist the Controller with the day to day accounting functions of the company. This position requires a strong accounting background, prior accounting experience preferred.

Tasks

- General Ledger entries
- Monthly, quarterly and annual closings
- Monthly reporting
- Depreciation
- Weekly, monthly and quarterly taxes

- Bank reconciliations
- May back fill for some A/P, A/R, and payroll functions as assigned

Qualifications

Must pass mandatory drug and alcohol screening(s).

Bachelor's Degree preferred

Experience working in an environment that involves multiple projects

Well-organized with ability to prioritize

Attention to detail and problem-solving ability

Working knowledge of MS Office (especially excel) and accounting software

Ability to communicate clearly in both written and verbal correspondence

Employment Type

Full-Time

City

Heber City, UT