

Senior Accountant

The Space Science Institute (SSI), located in Boulder, CO, is a research and education non-profit corporation with a vision to expand humankind's understanding and appreciation of planet Earth, our Solar System, and the universe beyond. SSI's primary purposes are to (a) provide a place where scientists can be most productive and develop important research ideas and (b) share the joy of science and educate communities nationwide.

While research is the foundation of SSI's work, we also bring science to the public in innovative, relevant ways to ensure that space research and education will continue to thrive across generations.

We are seeking a results-oriented candidate with exemplary accounting, financial, and analytical skills, who is also skilled in developing effective working relationships both remotely and in person.

This is a full-time, onsite, exempt position in a business casual, dog-friendly environment.

The position will:

- Ensure compliance with requirements, policies, and regulations by maintaining adherence to corporate systems, policies, and governmental regulations, advising management on needed actions. Ensure that internal controls are in place to safeguard assets and prevent errors.
- Prepare the monthly closing process, prepare financial statements (including review and reconciliation of general ledger accounts and trial balances) as requested.
- Assist with the creation of strategic business plans based on analysis of SSI's status and financial forecasts.
- Support financial and operational performance by assisting in the development of financial goals; analyzing results, trends, and opportunities; and developing recommendations for operational improvement.
- Communicate with funding and regulatory agencies such as NASA, NSF, JPL, DCAA, IRS.
- Assist with individual grant/contract/project budgets
- Assist with preparation for and performance of audits

The successful candidate will possess:

- Bachelor's degree in Accounting, Finance or related field preferred with 5 years of relevant experience preferably in financial analysis, strategic planning, or budgeting and forecasting
- Experience with non-profit fund accounting and/or intra-company accounting
- Experience with federal grants, contracts, and related regulations (FAR, OMB, CFR, etc.)
- Experience with financial audits and/or funding agency project-specific audits (2 CFR audit experience a plus)
- Comprehensive knowledge of financial statements
- Systems transition/migration experience
- Must have advanced technical knowledge and data entry skills in Excel (financial modeling techniques) and MS Access, Microsoft Dynamics Great Plains

Compensation:

The salary for this position is \$80,000 – 95,000 annually, commensurate with experience.

SSI offers a robust benefits package which includes health/dental/vision with HSA and FSA options in addition to Life, AD&D, short-term and long-term disability coverage. Generous employer contribution provided with our 403(b) retirement plan. SSI appreciates a healthy work-life balance, offering 11 paid holidays, vacation, and sick leave.

To Apply:

Please forward resume and cover letter (detailing relevant experience). Please email resume and cover letter to the attention of Ria Barrows at jobs@spacescience.org.

Only individuals selected for interviews will be contacted. Inquiries from direct applicants are preferred, no recruiters or phone calls please.

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