



OPEN POSITIONS AT GETTRY MARCUS

Internal Accounting Associate

All applications kept confidential

Gettry Marcus CPA, P.C., a Top 200 growing, dynamic Accounting Firm seeks full time **Internal Accounting Associate** to join our Woodbury, Long Island Office. This position is perfectly suited for a business or accounting major with 1-3 years of experience in the private sector. Please note that this is an internal role within the finance department of the Firm. Responsibilities of the position include A/P, A/R and billing for the Firm. This position reports to the Chief Financial Officer.

Position Summary

Responsibilities include but are not limited to:

- Billing
- Cash Management
- Accounts Payable
- Accounts Receivable
- Report Generation
- Special Projects

Qualifications

- 1-3 years of private industry accounting experience
- QuickBooks knowledge, preferred
- Must be computer literate with working knowledge of Microsoft Excel & Word
- Ability to work in a fast paced environment and be a team player
- Must be detail-oriented and keep accurate records
- Effectively communicate with management, staff and clients

About Us

Once again named Best of the Best by Inside Public Accounting, **Gettry Marcus CPA, P.C.** is a top 200 nationally and a top 10 non-national firm with offices on Long Island and in NYC. We have one of the premier and most credentialed Business Valuation and Litigation Groups in the New York Metropolitan area. The firm provides accounting, tax and consulting services to closely held businesses and high-net-worth individuals in diversified practice areas. Our practice groups include Real Estate, Health Care, Professional Services, Wholesale distribution, Manufacturing and Partnership/Hedge Funds among others.

Our dynamic firm looks for individuals who are talented, enthusiastic and have varied interests. In return, we provide a professional working environment that is supportive and filled with opportunities for career development.

We are an Equal Opportunity Employer.

*Gettry Marcus CPA, P.C. is not engaging external recruiting agencies for this position. The submission of unsolicited resumes from an agency shall **not** constitute the presentation of a candidate. Unsolicited resumes from agencies will be treated as Gettry Marcus' to follow up with as we see fit.*

Contact

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