



Albireo Energy

Albireo Energy is a national building automation, energy services, and electrical power monitoring system provider. Their solutions and services help building owners and managers improve efficiency and reduce operational costs while improving comfort for tenants. With access to industry-leading technologies from Schneider Electric, Johnson Controls, Delta Controls, Tridium and Alerton, Albireo Energy provides superior services and solutions to data centers, healthcare, biosciences, government and commercial real estate. www.albireoenergy.com

Staff Accountant

Title: Staff Accountant

Location: Edison, NJ

Reporting Manager: Senior Accountant

The Staff Accountant will report to the Senior Accountant and will ensure local finance and accounting tasks, including month-end closing for multiple companies and other financial reporting tasks are executed in an accurate and timely fashion for our Northeast region.

Responsibilities:

A key member of the Albireo team, the Staff Accountant will be responsible for:

- Ensuring accurate and timely financial information is provided to Albireo Corporate and local Management,
- Ensure transaction processing systems are properly maintained, proper authorization controls are followed, and accurate data is entered into the Microsoft Dynamics AX ERP system.

Qualifications:

- Undergraduate degree in Accounting.
- Minimum of 3 years accounting work experience with monthly closings, working in the commercial construction industry strongly preferred.
- Daily tasks to include: bank reconciliations, cash application (AR), AP, accruals, GL account reconciliations, expense coding, fixed assets, payroll analysis.
- Must be comfortable in working within a small staff, work independently and wear many hats when the need arises.



- Experienced in working with ERP systems. Microsoft Dynamics AX ERP – highly desirable. Implementation and conversion experience preferred. Advanced excel skills required.
- Proven track record of adding value to businesses beyond a “number crunching” role.

Key Accountabilities:

- Provide monthly financials for Northeast region in accordance with Albireo reporting standards.
- Responsible for ad hoc reporting including in-depth analysis of sales, cost of sales, and operating expenses.
- Maintain sound accounting and financial practices and procedures and strive to present accurate, factual reports across Albireo.
- Handle other administrative duties as needed.
- Adjust and adapt as circumstances change. Be comfortable in a rapidly growing company.
- Other duties and projects as assigned.

Position Parameters:

Based at the Albireo Energy offices in Edison NJ

Interested candidates can send resumes to careers@albireoenergy.com.