



Clark's Consulting Connection is recruiting a Staff Accountant for a client in Spartanburg, South Carolina. The candidate should have 1-3 years of relevant experience.

**Essential Responsibilities:**

- Maintain confidentiality and accurate records of all financial transactions.
- Prepare journal entries.
- Assist with audit fieldwork for operational and financial audits.
- Reconcile bank statements and balance general ledger accounts.
- Investigate and resolve account discrepancies.
- Aid in timely reporting of key financial and operational data.
- Help prepare internal and external reporting packages.
- Support month-end and year-end closing processes.
- Provide accounts payable and receivable support.
- Assist with tax compliance.
- Perform additional duties and special projects as assigned.

**Qualifications:**

- Bachelor's degree in accounting or related field.
- Proficient in Microsoft Office.
- Strong attention to detail and accuracy.
- Basic understanding of GAAP.
- Good organizational and time management skills.
- Ability to work independently and as part of a team.

**Benefits:**

- Medical, dental, vision, life, disability, 401k.

**Supervisory Responsibility:**

This position has no supervisory duties.

**Work Environment and Physical Demands:**

This job operates in a professional office environment using standard office equipment such as computers, phones, photocopiers, filing cabinets, and fax machines.

**Position Type/Expected Hours of Work:**

This is a full-time position scheduled Monday through Friday.

**Contact Information**

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