

STAFF ACCOUNTANT - US

NET-A-PORTER is an established global Internet retailer of cutting edge luxury fashion labels relied upon for its exceptional quality of service and eye for the next big thing. With an expanding domestic and global market, and revenues increasing month on month, critical strategic change is on the agenda, in order for us to achieve the objective of dominating our sector as a truly successful force in online retail.

As such, we are looking to recruit a Staff Accountant for our US Finance team to provide support to our Accounting Manager in daily accounting activities including month end closing, interim and annual audits.

"Net-A-Porter.com sells expensive fashions at full price and markets globally - a practice that analysts were convinced was impossible....Net-A-Porter has made online couture shopping possible" **Intelligent Life, The Economist**

Duties & Responsibilities:

- Monthly reconciliation of balance sheet accounts
- Prepare weekly and monthly stock reports and journal entries; identify, investigate, and correct any discrepancies
- Prepare monthly main stock and sample transfer entries
- Maintain prepayment and fixed asset schedules
- Prepare monthly intercompany invoices and maintain schedules
- Run monthly cost center reports and assist with departmental variance analysis
- Assist US Accounting Manager with various ad hoc reports

Essential Skills & Requirements:

- Bachelors degree in Accounting or Finance required
- 3-5 years general ledger/financial statement experience, ideally in a retail environment
- Advanced Excel skills including pivot tables and look up functions; knowledge of macros would be a plus
- Sun Systems and Vision Reporting knowledge would be a major plus
- Good understanding of accounting principles with desire for continual learning
- Self motivated; able to take initiative to identify and solve problems
- Excellent written and verbal communication skills with ability to develop good working relationships (internally and externally)
- Proven ability to prioritize and work effectively under stringent deadlines
- Flexible with willingness to adapt to the changing needs of a growing business

A short test will be given to assess competency in accounting and written skills

Location

Long Island City, New York.

Hours

Your hours will be 37.5 hours per week working Monday to Fridays. Overtime will be required on occasion.

To Apply

Please send us an updated CV and a cover letter explaining why you feel you are suited to NET-A-PORTER and this role. These should be emailed to jobs@net-a-porter.com

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