

Accountant

60 Decibels is an impact measurement company that makes it easy to listen to the people who matter most. In 2019, we spun out of Acumen to create a new social enterprise to bring Lean DataSM to the world.

Our Lean DataSM approach turns customer voice into high-value insights that help businesses maximize their impact. 60 Decibels has a network of 120+ trained Lean DataSM researchers in 30+ countries who speak directly to customers to understand their lived experience. By combining voice, SMS, and other technologies to collect data remotely with proprietary survey tools, 60 Decibels helps clients listen more effectively and benchmark their social performance against their peers.

We are looking for an Accountant to join the New York office to play a fundamental role within the 60 Decibels Global Finance team spanning the US, UK, Kenya and India. The role will be a key part in continued development of the finance and accounting functions and supporting month end close procedures. This is an exciting time to be joining this young organization's global finance team. The Accountant will report to the Director of Finance.

Specifically, the Accountant will have the following core responsibilities:

- Accounts Payable function including invoice processing and bill payments
- Review and code expense reports for reimbursement in accordance with company policy
- Accounting journals and reconciliations related to company payroll and employer taxes
- Accounting journals and reconciliations related to company benefits program and 401k plan
- Daily worldwide payments across a range of payment methods
- Daily bank reconciliations
- Prepare journal entries, schedules, and analysis related to month-end close
- Preparation of customer invoices and maintenance of revenue recognition schedules
- Assist with preparation of reporting obligations to clients
- Assist with preparation of financial information to company management
- Assist with audits, including preparation of audit schedules and reconciliations
- Assist with tax filing preparation
- Assist with administration of payroll
- W8 / W9 compliance and preparation of annual 1099 filing
- Other financial and administrative duties as assigned.

About You: First and foremost, you bring dedication to your work because it matters to you. You have a bias towards action: you get your hands dirty and actively tackle problems. You model critical thinking and introspection. You are decisive and bold, have a growth mindset, and know the value of being a part of an effective team. More specifically, you bring:

- A minimum of 3 years' experience in bookkeeping / accounting is required
- A bachelor's degree in accounting is preferred
- CPA qualification is a plus, but not a requirement
- Must be able to demonstrate good understanding in use of accounting software

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- Must be highly skilled in use of spreadsheets
- Excellent organizational skills
- Attention to detail
- Deadline-oriented

Interested in applying?

Deadline: Candidates are encouraged to apply early, as applications will be reviewed on a rolling basis. The deadline to apply is **January 3, 2020**.

Location: The Accountant will join the team in our New York office.

Compensation: 60 Decibels offers a competitive salary and benefits package and the opportunity to work in a flexible, fun and supportive environment.

Application: Please use the following [link](#) to apply. We're excited to hear from you!

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> Sign up to receive [The Volume](#), our monthly collection of things worth reading.

> Visit our website at 60decibels.com.

> Read about our team values [here](#).