

ABOUT US

Red Cell Partners is an incubation firm building rapidly-scalable technology-led companies that are bringing revolutionary advancements to market in healthcare and national security. United by a shared sense of duty and deep belief in the power of innovation, Red Cell is developing powerful tools and solutions to address our Nation's most pressing problems.

We are Hiring a

Staff Accountant

Red Cell is looking to hire an experienced staff accountant. The staff accountant will provide management with financial information by analyzing accounts and preparing financial statements. The incumbent will maintain records of financial transactions, prepare monthly accounting reports, and produce statistical reports.

You will report to the Red Cell's Accounting Manager. Work is remote until our new offices are completed in Tysons Corner, VA.

Essential Duties and Responsibilities:

- Assist in preparation of consolidated internal and external financial statements by gathering and analyzing information from the general ledger system and from departments
- Analyze information and options by developing spreadsheet reports
- Prepare journal and general ledger entries by maintaining records and files and reconciling accounts
- Prepare payments by accruing revenue and expenses, assigning account numbers, requesting disbursements, and reconciling accounts
- Answer accounting and financial questions by researching and interpreting data
- Assist in preparation of monthly financial reports for senior leadership
- Assume all accounts receivable and accounts payable responsibilities
- Help maintain appropriate financial records for vendor accounts and 1099s
- Generate, organize and compile information and support documents to complete tax filings and annual audit
- Work cross functionally with members of the Accounting, Finance and Operations team and other team leads

Qualifications:

- Bachelor's degree in accounting preferred
- 5-7 years of accounting experience
- Experience with QuickBooks Online and Microsoft Excel
- Vendor and customer reconciliations experience
- Strict attention to detail, highly organized, and efficient
- Excellent written and verbal communication skills
- Ability to learn and process new concepts quickly
- Ability to work independently and assume responsibility
- Ability to successfully manage multiple projects and meet deadlines in a fast-paced, remote-first environment
- Proven ability to work collaboratively in cross-functional teams and to manage upward communication across multiple stakeholders

Benefits:

- Unlimited PTO
- Employer paid Medical/Dental/Vision Plan
- Employer paid Life and AD&D Plan
- Personal development budget for employees
- Great culture!

We're an Equal Opportunity Employer: You'll receive consideration for employment without regard to race, sex, color, religion, sexual orientation, gender identity, national origin, protected veteran status, or on the basis of disability.