

Staff Accountant – Reston VA

FrontStream is seeking a **Staff Accountant** to join our Reston, VA office.

Company Overview:

FrontStream is the industry leading organization of SaaS fundraising solutions for nonprofits. We provide an integrated, enterprise-wide fundraising platform for all your fundraising, auction, donor management, corporate social responsibility (CSR), and payment processing needs via our leading social innovation products. Our team is collaborative, enthusiastic, and delivers on our promises. Over 10,000 nonprofit and corporate customers use our Intelligent Engagement Platform. We have been serving the nonprofit sector for more than a decade, and we love what we do!

Position Overview:

The scope of the **Staff Accountant** position includes supporting the accounting team in carrying out the monthly billing, payment, and reconciliation activities.

Responsibilities Include:

- Issuing transactional invoices
- Reviewing daily cash application activity
- Bank Account reconciliations
- Preparing closing entries for month end
- Other accounting & finance tasks as assigned.

Desired Skills:

The Ideal candidate will possess the following:

- 1-2 years of previous billing experience
- Bachelor's degree in business/accounting
- High attention to detail
- Ability to work independently under tight timelines
- Strong written and verbal communication skills.

The company is headquartered in Reston, VA with offices in Cambridge, MA, Toronto, ON and West Melbourne, VIC, Australia.

Interested candidates should send resume, references and salary history to: careers@frontstream.com with "**STAFF ACCT**" in the subject line. No phone calls please. FrontStream is an equal opportunity employer. The successful applicant will have proven eligibility to work in US.