

Accountant

Atradius

The Atradius Group provides trade credit insurance, surety and collections services worldwide, and has a presence through 160 offices in 52 countries. The products offered by Atradius protect companies around the world against the default risks associated with selling goods and services on credit.

At Atradius, we believe in personal development and the Growth Mindset. Our Culture is based on teamwork, reliable accountability, constantly improving and unrivalled service. Read on more on our Career site: <https://careers.atradius.com/en/careers>.

Department Description

Finance

Job Description

Our US division, Atradius Trade Credit Insurance, Inc. (ATCI) is currently recruiting for an Accountant for our US home office in Hunt Valley, MD. The candidate will report to the Accounting Manager and will be responsible for assisting with maintaining the integrity and accuracy of accounting information, perform various monthly accounts reconciliations, assist with the preparation of our monthly closing process and preparation of financial reports to shareholder and assist with projects assigned by management.

The position is eligible for our hybrid policy, allowing fully trained employees to work up to three days a week from home. Only candidates within a commutable distance to Hunt Valley, MD will be considered for this role.

In this position your key responsibilities will be:

- Prepare and post journal entries for month end close.
- Perform monthly and quarterly account reconciliations to ensure accurate reporting and ledger maintenance.
- Support month-end and year-end close process.
- Develop understanding of accounting processes and flow of month end process to be effective in role.
- Review inter-company transactions and generate invoices as needed.
- Review and reconcile bank statements.
- Calculate depreciation for all fixed assets, record depreciation expenses, track existing fixed assets, and conduct quarterly physical inventory checks.
- Support external audits by providing proper documentation and assistance as needed.
- Document policies, procedures, and workflow for assigned areas of responsibility.
- Perform other tasks as assigned.

What qualification should you have? The ideal candidate will have the following profile:

Required qualifications:

- Bachelor's degree in Accounting required.
- At least 3 years of progressive accounting experience, public accounting experience preferred.
- Thorough knowledge of basic accounting procedures and principles.
- Strong attention to detail and commitment to accuracy in financial reporting.
- Strong analytical and problem-solving skills with a proactive approach to decision-making.
- Excellent organizational skills and the ability to prioritize tasks effectively in a high-volume environment.
- Demonstrated ability to manage multiple projects and deadlines simultaneously.
- Ability to act and operate independently with minimal daily direction from manager to accomplish objectives.
- High proficiency in Microsoft Office Excel; familiarity with Oracle is a plus.

- Experience in the insurance industry a plus.
- Ability to work cooperatively and collaboratively with all levels of employees, management, and customers.

What do we offer?

- Base salary commensurate with experience
- Bonus potential
- Casual dress code
- Generous leave package including 3 weeks annual vacation accrual, sick time, standard holidays and floating holidays
- Wellness program
- Company subsidized Health and Dental care coverage
- Company paid Vision, Life Insurance/AD&D, Disability plans
- 401(k) plan with 100% match on up to 6% of salary plus annual profit share contribution
- Education Assistance plan

Base Compensation - \$75,000 - \$85,000 with 10% Variable Pay

Equal opportunities for all

The success of our organization stands with the quality of our people and the ideas they have. Insights and innovative solutions for our customers are the result of an interplay of cultures, knowledge and experience. That is why diversity is extremely important to Atradius. To ensure that all colleagues within Atradius can develop their qualities, we promote an inclusive culture in which everyone feels involved and valued. We encourage and welcome everyone to apply to our positions.

Do you have any questions about our offer?

Susan PAULSON, Human Resources, is available by e-mail at susan.paulson@atradius.com.

I am Atradius! - Do you want to know who we are?

Get to know Atradius colleagues in this video:

<https://www.youtube.com/watch?v=NnsgT04OpTU&t=4s>

Atradius is a global provider of credit insurance, bond and surety, collections and information services, with a strategic presence in over 50 countries. The products offered by Atradius protect companies around the world against the default risks associated with selling goods and services on credit. Atradius is a member of Grupo Catalana Occidente (GCO.MC), one of the largest insurers in Spain and one of the largest credit insurers in the world.

You can find further information on our website: <https://group.atradius.com>