



CARRON NET COMPANY, INC.

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Job Title: Accounting Generalist
Location: Two Rivers, WI
Experience: Intermediate Level
Type: Full-time, hourly (non-exempt)
Compensation: Competitive, TBD based on candidate experience and proficiencies

POSITION SUMMARY

Carron Net Company, an 85 year old manufacturer of netting products for Sports and Industrial applications, seeks to fill an Accounting Generalist position with an enthusiastic, career minded individual possessing a strong work ethic and a commitment to teamwork.

The Accounting Generalist reports to Carron's President and fulfills a critical role in our business. The Generalist will be responsible for analyzing financial information and preparing financial reports. In addition, the Generalist will oversee accounts receivable and payroll and will assist in credit management and HR administrative support. This individual will also cross-train in and perform other responsibilities to support our business needs.

ESSENTIAL DUTIES AND KEY RESPONSIBILITIES

Accounting Generalist Responsibilities (Percentage of Time: 80-95%)

- Effectively perform various accounting functions including accounts receivable, payroll, cost accounting, and property accounting
- Complete general accounting related activities, as needed
- Interpret accounting data, analyze reports and recommend action
- Prepare journal entries, maintain complex ledgers, reconcile and analyze specific general ledger and cost accounting ledgers
- Provide ad hoc financial analysis in support of company business leaders
- Participate in month-end closing process and perform monthly closing activities, including preparation of journal entries, as well as pre- and post-entry analysis
- Lead the period-end balance sheet account reconciliation process and compilation
- Provide support and assistance in the maintenance and monitoring of internal control compliance
- Coordinate credit reviews for new customers

Other On-Going Responsibilities (Percentage of Time: 5-20%)

- Facilitate interaction and support for employees with benefit service providers regarding enrollments, modifications, and other general inquiries, as needed
- Cross-train to support in Customer Service Representative role and other critical role responsibilities, as well as perform other general office work, as needed
- Develop and maintain product knowledge, relationship building and customer service competencies

POSITION REQUIREMENTS

Education and Experience:

- High School Diploma required, Associates degree in accounting preferred
- Minimum of 2-3 years of experience in an accounting role with strong general ledger familiarity
- Previous experience with an MRP/ERP and accounting software systems
- Above average desktop computer skills with current MS Office Suite proficiency

Desired Qualifications:

- Small business office and manufacturing industry related experience preferred
- Excellent organizational, communication and follow-up skills