



JOB TITLE Accountant
REPORTS TO Controller
DURATION 40 hours/week
PAY TYPE Exempt

PURPOSE/SCOPE This role is a key contributor to the success of the organization's accounting team. This dynamic position focuses on the Promise+ Program, month-end close, and regulatory reporting to various entities. Serves as backup to other accounting roles. Assists with ad-hoc projects and reporting.

RESPONSIBILITIES

1. Promise+ and Spring Financing Programs

- Prepare all communication and agreements with banks participating in the two financing programs.
- Prepare P+ statements (September, November, December, January, February).
- Organize disbursements of 0% Financing Cash Rebates and Dealer Margins.

2. Accounting Cycle & Month End Processing

- Serve as a primary contributor to the month-end close process by preparing reconciliations of various general ledger accounts.
- Coordinate with A/P and A/R to ensure cash transactions are properly recorded. Classify all checks received, in preparation for deposit.
- Serve as backup and experienced guide for the A/R Accountant
- Process Precision Planting sales and similar transactions
- Sales Tax reporting

3. Vehicle/Semi-Truck Reporting

- Compile mileage for employee's personal use of company vehicle
- Quarterly IFTA reporting
- UCR, IRP, IFTA and MCIR Registration

4. Quarterly Seed Reporting

- Compile Corn, Soybean and Wheat Promotion Remittance quarterly
- Compile MN Agricultural Seed Sold (Semi-Annual)

6. Assist with other duties as assigned

- Assist with Final Settlements for dealers & retail
- John Deere Financing transactions

EDUCATION/TRAINING/SKILLS REQUIRED

- B.A. in Accounting, Finance or equivalent
- Intermediate skill with Excel as well as other Microsoft Office products
- Demonstrated flexibility and ability to multi-task

EXPERIENCE REQUIRED

- Minimum of 5 years accounting experience
- Practical experience with integrated accounting software

SUCCESSFUL CANDIDATE WILL POSSESS:

- Outstanding analytical and problem-solving skills
- Excel proficiency handling large datasets with formulas
- Strong attention to detail
- Proven understanding of U.S. GAAP
- Ability and desire to learn multiple disciplines within the Accounting department
- Proven ability to multi-task and meet deadlines
- Desire and personal drive to improve process
- Ability to work independently as well as a part of a team
- The ability to demonstrate through action, Peterson Farms Seed's Core Tenets:
 - Integrity Team Contribution
 - Excellence Positive Attitude