

We are GPS Education Partners, we are fundamentally changing the way technical education is delivered in the U.S., and we are looking for enthusiastic team members to join our team and be a part of our incredible mission as we grow to new heights.

By leveraging our credentialed youth apprenticeship program, we are changing trajectories of students' lives and impacting the future of our students, businesses, and local communities.

We have a professional, dynamic team that is dedicated to our mission and to positively impacting the personal, leadership, and technical skills our students acquire before graduation.

If you are a self-starter, goal-oriented, and enjoy meaningful work in a fast-paced team environment, then we would like to hear from you today.

GPS Education Partners is seeking an **Accountant II**.

Our Ideal Candidate:

- Can operate at a CPA level skill set even without a CPA.
- Is accustomed to working with vendors, auditors, partners, etc.
- Is 70% self-directed and understands/has utilized standard accounting practices.
- Has AR/AP experience and are familiar with month-end reconciliations.
- Is familiar with and comfortable using accounting software packages.
- Is a great problem solver who looks for solutions and agreements.
- Can interact and be effective with a wide range of personalities.
- Is customer-service focused and has observable emotional intelligence.
- Wants to grow in the assignment and aspires to more responsibility, including a leadership role.

The **Accountant II** reports to the **Chief Financial Officer** and is responsible for ensuring the execution of all internal accounting processes.

Primary Responsibilities:

- Under limited supervision, analyzes financial information detailing assets, liabilities, and capital, and prepares balance sheet, profit and loss statement, and other reports to summarize current and/or projected company financial position.
- Manages all aspects of A/R, A/P, and Billing.
- May establish, modify, document, and coordinate implementation of accounting and accounting control procedures.
- May direct and coordinate activities of other accountants and clerical workers performing accounting and bookkeeping tasks.

Qualifications(Education/Experience):

- Associate's Degree in Accounting or related field and 5 years experience required. Bachelor's Degree in Accounting preferred.
- Proficiency in Microsoft Suite and Google Suite required.
- Familiarity with accounting software required.



20633 Watertown Court
Suite 202
Brookfield, WI 53186
gpsed.org

Our Benefits include:

- Employer-paid Medical and Dental Insurance, Flexible Spending Account, and Vision Discount Plan
- Paid Holidays, Vacation and Sick Time
- Retirement Savings Plan 403(b) including company match
- Wellness Program
- Short-Term and Long-Term Disability



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