



Transgas Inc. (National Grid)

Senior Accountant

Job ID 29832, Location Lowell, Massachusetts Organization Finance and Risk Department, Transgas Admin

As part of National Grid's continued commitment to safety, all new hires must be fully vaccinated against COVID-19. Anyone unable to be vaccinated, either because of a sincerely held religious belief or medical reason can request a reasonable accommodation.

About us

National Grid/Transgas is hiring a Senior Accountant for the Transgas LNG Trucking Operation in Lowell, MA.

Every day we deliver safe and secure energy to homes, communities, and businesses. We are there when people need us the most. We connect people to the energy they need for the lives they live. The pace of change in society and our industry is accelerating and our expertise and track record puts us in an unparalleled position to shape the sustainable future of our industry.

To be successful we must anticipate the needs of our customers, reducing the cost of energy delivery today and pioneering the flexible energy systems of tomorrow. This requires us to deliver on our promises and always look for new opportunities to grow, both ourselves and our business.

Job Purpose

Responsible for all matters relating to financial and cost accounting, budgeting, financial reporting, state and federal tax compliance, state and federal corporate compliance, state, federal and local operating authority compliance (including licensing and permits in approximately 20 states), daily cash management and state corporate report filing. This position is also responsible for completing special tasks and/or projects as assigned by upper Management and/or the other members of the executive team and collaborating with said executives to determine and set in motion the best business decisions for the Company.

Key Accountabilities

- Daily Cash Management
- Prepares bank reconciliations for three bank accounts
- Prepares month end financial closing reports in a timely fashion; these reports include the following: diesel fuel inventory, mileage reports for tractor depreciation expense, trailer lease payments and commodity statistic reports
- Maintains invoice register in Microsoft excel
- Prepares and maintains all required state corporate quarterly and annual report filings
- Assists, Vice President of Administration and finance when necessary
- Sends out all W-9s to vendors
- Gather all monthly financial transactions prepare and approve all monthly financial journal entries and post them to the general ledger

- Prepare all reports and schedules required to report in the month's financial results to Corporate Headquarters and e-mail them accordingly
- Prepare and distribute all in-house monthly financial statements
- Provide all required financial information to the Corporate Headquarters tax department and be prepared to answer any questions by the Corporation's internal and external auditors, in order to ensure all state and federal corporate tax compliance
- Assure compliance with all state and federal regulatory agencies by ensuring that all required returns and filings are made in a timely fashion (these filings are reviewed, approved and signed by the Vice President of Administration and Finance)
- Assure Federal, State and Local operating authority is maintained in approximately 20 states by filing required licensing and permit applications on a timely basis
- Maintain the fixed asset register
- File the monthly sales and use tax returns with the Massachusetts Department of Revenue
- Complete any special projects requested by upper management
- Maintain and store corporate records in adherence to the Company's record retention policy
- Administer corporate and employee credit accounts
- Provide supporting services and backup to Office & Payroll Administrator as needed

Qualifications

- Bachelor's Degree in Accounting
- 5-7 years financial, budget and accounting experience
- Proficiency in computer skills including Microsoft Office
- Knowledge of Microsoft Dynamics GP a plus
- Knowledge of payroll processing and tax administration a plus
- Knowledge of ADP Workforce Now software a plus
- Trucking industry and/or LNG industry experience a plus
- Excellent leadership, organizational, communicative, interpersonal and management skills

More Information

This position has a career path which provides for advancement opportunities within and across bands as you develop and evolve in the position; gaining experience, expertise and acquiring and applying technical skills. Candidates will be assessed and provided offers against the minimum qualifications of this role and their individual experience.

National Grid is an equal opportunity employer that values a broad diversity of talent, knowledge, experience and expertise. We foster a culture of inclusion that drives employee engagement to deliver superior performance to the communities we serve. National Grid is proud to be an affirmative action employer. We encourage minorities, women, individuals with disabilities and protected veterans to join the National Grid team.