



Senior Accountant/Accounting Manager Job Description

Target Start Date: Immediately

Location: Houston, Texas (Westchase District - in the office; no remote options for this opportunity)

Reports to: Corporate Controller

About PCS Software

Headquartered in Houston, Texas, PCS Software is an AI-powered transportation management platform leader driving disruptive innovation for mid to large sized enterprise shippers, carriers, and brokers in the United States and Canada. Cloud-based, API-integrated, PCS Software automates the entire transportation logistics operation via a single, comprehensive solution. Accessible via the web or the companion mobile app, the PCS platform delivers powerful functionality to manage rate and route optimization, mode selection, dispatch/tendering, carrier and fleet management, safety & compliance, freight yard management, settlement/accounting and more.

JOB DESCRIPTION

The Senior Accountant/Accounting Manager ensures all accounting tasks are performed correctly and according to GAAP (generally accepted accounting principles). This position is also responsible for the managing and the reporting of financial information ensuring accuracy and effectiveness. The role includes reconciling account balances and bank statements, maintaining general ledger and preparing month end close procedures. The Senior Accountant/Accounting Manager is also responsible for maintenance of the company's accounting and reporting systems. A successful senior accountant combines excellent analytical skills with a thorough knowledge of accounting principles to analyze financial reports.

Strong attention to details and sense of ownership for vital qualities in a successful Senior Accountant/Accounting Manager.

Job Functions

- Manage and monitor all accounts, ledgers, and reporting systems ensuring compliance with appropriate GAAP standards and regulatory requirements.
- Perform order-to-cash and monthly accounting functions effectively and accurately.
- Maintain detailed and accurate reconciliation schedules for all accounts.
- Perform accounting and tax research to ensure proper accounting treatment on new initiatives.
- Assist in design and execution of internal controls.
- Maintain accounting and reporting systems appropriately.
- Manage customer and vendor contracts.
- Support planning, forecasting, and decision-making activities with accurate business driver narratives.
- Support annual audit, taxes, and other compliance activities.
- Participate in automation initiatives to improve operational efficiency.
- Provide guidance to junior team members.

Required Skills

- Strong accounting skills with solid understanding in GAAP.
- Strong system skills, from design to quality control.
- Strong understanding in accounting policy and internal control design and execution.
- Monthly close and full general ledger management.
- Audit, tax, and other compliance activity management.
- Effective communication skills across organizations and levels.
- Ability to analyze, forecast, and project business driver trajectory based on latest business momentum and initiatives.
- Intermediate MS Office skills.
- Experience with NetSuite and Salesforce.com highly desirable.



Essential Qualities

- 7 years progressive accounting experience, preferably as a corporate accountant/accounting manager.
- Solid month-end close experience and strong reconciliation skills.
- Organized and process oriented.
- Strong attention to details and solution seeking skills.
- Financial system maintenance experience.
- Prior private equity backed company experience is a plus.

EDUCATION REQUIREMENTS

- Bachelor's Degree in Accounting
- CPA, CPA candidate, or prior audit experience is a plus.

SUCCESS FACTORS

PCS Software is a company of motivated employees from a wide range of industries and backgrounds working toward a common goal – the success of our customers in the ground transportation industry. Our team works together and challenges each other to bring new ideas to the table to achieve our mission. That is, to create the most effective transportation management system in the country at delivering process improvements that immediately result in operational efficiencies and revenue generation for our customers.

- At a personal and interpersonal level, we are looking for individuals who thrive and excel in teams and demonstrate big-picture thinking, willingness to explore new avenues, be persistent when things do not go well, and be committed to delivering and maintaining a high “Do/Say” ratio.
- Strong communication skills, both oral and written, at the technical and managerial level, are also key to success.
- Ability to communicate with customers to understand and document the simulation requirements, then ideate, plan, develop, and deliver simulation tools are required.
- Skill and ability to: collect, curate, organize, synthesize and/or analyze data to summarize findings and develop conclusions and evidence-based recommendations are essential.

OUR VALUES

Our guiding principle at PCS Software is customer service. We believe that we are a customer service company that happens to make the best software in our industry. If you are driven to delight customers and treat every fellow employee with that same level of excellence and care, then we want to talk to you!

At PCS Software, we value our amazing people-centric culture of builders and doers over any skill that someone can offer. This is an amazing place to work and we offer our team a creative, fun, educational, and challenging environment. We constantly focus on not only the customer's journey and experience with PCS Software, but our individual journey as employees and the overall team experience as well.

Why Join PCS?

PCS Software, Inc. rewards your hard work with excellent opportunities for career growth and personal development. If you want to be the newest member of a vibrant group of energized technology leaders in an innovative and entrepreneurial environment, then apply online today to start building solutions that customers will love to use and join a company that truly rewards your hard work and values your talented contributions. If you would like to compete for this highly sought-after position, please submit your resume to employment@pcssoft.com.

PCS Software, Inc. is considered one of the best places to work because of our competitive compensation plans, comprehensive benefits plan with 100% company paid medical, dental, and vision premiums for you and your dependents, 401k with a 4% match, generous PTO package, a truly creative and fun working environment, complementary food/beverages in the office, paid training and development opportunities, paid gym/fitness facility membership, employee recognition programs, and amazing opportunities for career growth and personal development.

Work Authorization



PCS Software, Inc. will only employ those who are legally authorized to work in the United States. This is not a position for which sponsorship will be provided. Individuals with temporary visas such as E, F-1, H-1, H-2, L, B, J, or TN or who need sponsorship for work authorization now or in the future, are not eligible for hire.

This job description provides many examples of the types of responsibilities required but is in not intended to be a comprehensive list. The incumbent will complete other job responsibilities as needed which are not specifically described in this document.

PCS Software, Inc. is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to sex, race, color, religion, national origin, age, marital status, political affiliation, sexual orientation, gender identity, genetic information, disability, or protected veteran status. We are committed to providing a workplace free of any discrimination or harassment.

We thank all respondents for their interest in PCS Software, Inc. However, only those selected for an interview will be contacted.

To view additional information on PCS Software, Inc., please visit our website at www.pcssoft.com.

No calls or agencies please.