



BlueCat Networks been named one of Deloitte's Fast 50 four years in a row, Winner of Red Herring's Top 100 North American Private Companies, Winner of the Best Products and Services Award in the Best Management and Security Category and Winner of Network World's Independent product Reviews. Our Management Team has also won National accolades as Most Valuable Performers Award by Network Products Guide, Caldwell's Top 40 under 40 and Ernst & Young's Entrepreneur of the Year Finalists.

ACCOUNTS RECEIVABLE/GENERAL ACCOUNTANT

SUMMARY:

This position has an emphasis on Receivables. The General Accountant reports to the Controller and is responsible for ensuring accounts receivable remains at a reasonable level in relation to revenue. The successful candidate will also assist with invoicing, cash receipts forecasting, and reconciliations and be the primary contact for customer inquiries.

RESPONSIBILITIES:

- Maintaining company's receivables at the appropriate DSO and aging
- Primary person responsible for collection of all receivables and cash applications
- Monthly general ledger and sub-ledger reconciliations
- Providing cash receipts forecasts for cash flow purposes
- Preparation and processing of credit notes and other AR adjustments
- Processing of billable travel expenses and services invoicing
- Preparation of bank deposits
- Maintaining customer contract files
- Assist in the preparation of commission schedules
- Process US Sales and Use taxes
- Other ad hoc projects

QUALIFICATIONS:

- Self-starter who works well independently
- Minimum 5+ years experience in a similar capacity preferably within a high tech company
- Experience with multi-currency
- Strong Excel skills and computer literacy
- Exceptional communication skills, both written and oral

EDUCATION

- College diploma in Accounting
- Working knowledge of Great Plains

We appreciate all applications, however, only those selected for an interview will be contacted.