



Available Job Opportunity: Senior Accountant of Financial Reporting

Full-time role in Allen, TX with minimal travel requirements.

The Senior Accountant of Financial Reporting for CapturePoint will be an integral part of the accounting team, reporting directly to the Assistant Controller, with full responsibility for internal and external reporting. The ideal candidate will be enthusiastic, meticulous and have the flexibility to adjust to a fast-paced, rapidly changing environment.

The ability to multi-task is critical. This position requires highly adept communications skills and the initiative to work directly with managers and other personnel across all sectors of the company on operational matters that impact financial results, as well as the capability to make decisions independently on a routine basis. A willingness to help where needed is vital, as the Senior Accountant of Financial Reporting will also be asked to assist in other company accounting and financial functions.

Duties and Responsibilities:

- Prepare monthly, quarterly, and annual financial statements and disclosures in compliance with U.S. GAAP and other relevant accounting standards.
- Prepare and manage the internal and external reporting consolidation process across multiple levels of the company.
- Conduct variance analyses and assist with internal reporting packages for executive leadership.
- Collaborate with internal stakeholders to gather financial data, explanatory notes, and support documentation for financial disclosures.
- Assist with monthly recording of financial statement accruals and journal entries.
- Develop and maintain financial reporting policies, procedures, and internal control frameworks.
- Keep current with industry trends related to financial reporting and accounting, including reviewing public filings for alignment with best practices.
- Support new projects and initiatives of the operational and technical accounting groups.
- Identify areas for improvement and potential control enhancements across the finance and accounting functions.
- Work with external auditors during the annual audit process and address any audit-related inquiries or findings.

Knowledge, Skills and Abilities:

- Ability to work both independently and as part of a team in a fast-paced, frequently changing environment.

- Ability to create, maintain, and utilize spreadsheets of varying complexity while maintaining accuracy of all details.
- Detail oriented and highly organized.
- Must be proactive and able to take on new tasks with a high level of difficulty.
- Able to organize, prioritize and function under tight deadlines.
- Ability to follow instructions furnished in either verbal or written formats.
- Must demonstrate a track record of excellence and a commitment to continuous improvement.

Qualifications:

- 5+ years of experience in financial reporting.
- Bachelor's degree in accounting or related business field.
- Certified Public Accountant preferred.
- Big Four experience is a plus.
- Must have excellent knowledge of GAAP and applicable regulations.
- Previous experience in oil and gas sector financial reporting is preferred.
- Strong, demonstrated analytical skills.
- Excellent communication (verbal and written) and interpersonal skills required.
- Ability to interact effectively at all levels of operations and financial management.
- Intermediate experience with MS Excel required (Vlookups, Sumifs, pivot tables, queries, etc.).
- Experience working in Quorum ODA is a plus.
- Travel requirements are expected to be minimal and infrequent.
- All CapturePoint positions require valid documentation for work in the United States (proof of US citizenship, permanent residency, or a relevant, valid, unexpired work visa or permit from an authorized US government agency).

Benefits:

- Competitive salary, bonus and 401(k) match.
- Comprehensive health package (medical, dental, and vision).
- Flexible work environment: Traditional (40 hours/week onsite), Work from Home Friday, or 9/80 work schedules are available.
- Excellent career growth potential.
- Opportunity to work with experienced and highly motivated team.

Apply by sending your resume to jobs@capturepointllc.com. Indicate that you wish to be considered for the Senior Accountant of Financial Reporting position. We will contact you if you qualify for an interview. No phone inquiries please.