

INTEMATIX

POSITION TITLE:	Sr. International Accountant
POSITION DUTIES:	Develop, implement, and maintain accounting systems such as Journal Entries, General Ledger, Accounts Receivables, Accounts Payable, and Revenue Reconciliation. Review and interpret financial reporting requirements and regulations. Balance books and prepare profit and loss, cash flow, income and balance sheet statements. Monitor and develop monthly reports of revenues and expenditures for projects. Review international financial records for all subsidiaries, including those located in China, Taiwan, Japan, Korea, and Europe. Manage accounting fields, including accounts receivable, accounts payable, fixed assets, inventory, and journal entry. Perform monthly, quarterly and year-end closing consolidation, and prepare appropriate financial statements. Conduct inter-company transactions and reconciliation. Consolidate revenue, backlog and financial summary report. Implement and maintain internal financial controls and procedures and draft and implement corporate policy. Assist with budgets, forecasts and tax and audit needs. Perform analysis and reconciliation.
DEGREE REQUIREMENTS:	Master's degree or foreign equivalent in Accountancy, or a related field.
EXPERIENCE REQUIRED:	2 years of experience as an Accountant or related occupation.
OTHER SPECIAL REQUIREMENTS:	Experience must include: managing accounting operations and internal controls; use of Generally Accepted Accounting Principles; local China accounting rules; use of financial reporting and taxation rules and regulations, and appropriate practices; and Microsoft Office Suite and Microsoft AX.
LOCATION OF POSITION AND INTERVIEW:	Intematix Corporation 46430 Fremont Boulevard Fremont, California 94538