



Full-time Staff Accountant

PEER Chain is a privately held company who has been in the chain manufacturing business since 1965. PEER Chain is headquartered in Waukegan, Illinois.

Essential Duties and Responsibilities:

- Receive daily ship lists for items shipped from inventory control, and create sales invoices from said shipments
- Daily cash receipt applications
- Create credit memos in system
- Enter RMA receipts into system. Follow up on RMA discrepancies, non-receipts, and other outstanding credits
- Prepare daily and monthly sales reports and analysis
- Various general ledger account reconciliations
- Other accounting projects

Requirements:

- Previous Accounts Receivable and Accounts Payable experience
- Prefer minimum 12-hours of accounting courses (Accounting degree ideal)
- Experience with Microsoft Office Outlook, Word, and Excel
- Prefer experience with SAP or ROI Manage 2000, or other ERP System

Position reports to Controller