

Our Purpose & Who we Are:

At Sentec we aim to improve the lives of patients by advancing respiratory monitoring solutions to provide clinicians the continuous insight they need to guide care and – most importantly – improve patient outcomes.

Job Description:

Sentec seeks an energetic **General Ledger Accountant** to partner with the Finance team. This role will report to the Accounting Manager and will have the opportunity to work with people across the business, our leadership team, and connect into our global teams. This role will operate out of our office in Lincoln, RI.

Essential Duties and Responsibilities:

- Assist in the preparation of financial statements and supporting schedules according to a monthly close schedule
- Maintain and reconcile balance sheet, general ledger and supporting journal entries according to GAAP
- Process weekly Accounts Payable check run
- Process weekly bank reconciliation
- Maintain fixed asset schedules
- Record and reconcile biweekly payroll
- Prepare support files for the Company's audit and tax reporting
- Additional duties as assigned

Qualifications/ Education:

- Bachelor's Degree in Accounting
- 0-2 years of industry experience preferred
- Proficient in Excel and MS Office
- Detail-oriented personality
- Excellent team player who works well in a collaborative environment

Preferred skills:

- Experience with Microsoft Business Central a plus
- Must have excellent analytical skills, with very strong attention to detail
- Ability to work both independently and in a collaborative team setting



- Ability to work within and meet all deadlines while executing on multiple deliverables
- Strong written and verbal communication skills

To apply, send your resume and cover letter to Liza at jobs.us@sentec.com

Sentec Inc. is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability or protected veteran status.

