

Join Us!

Junior Accountant

Location:

Hobart, Indiana



Noratel is a global manufacturer of power magnetics. Our vision is to be the leading strategic partner of high-class solutions for electrical transformation worldwide by delivering outstanding quality, service, competitiveness and innovation that will help our customers succeed in their markets.

To meet our vision we are searching for a **Junior Accountant** for our Hobart, Indiana location.

Our ideal candidate for a Junior Accountant should be well-versed in key areas:

- » 1-2 years of accounting experience a must
- » Knowledge of accounting principles and Accounts Payable and Accounts Receivable processes
- » Strong analytical and problem-solving skills and attention to detail
- » Employs a consistent, ethical approach
- » Experience working with an ERP system; Sage 500 a plus



A discoverIE Company

Essential duties and responsibilities:

- » Process incoming vendor invoices, freight bills, utilities, etc
- » Prepare a bi-weekly check run for approval & process check run (ACH, WT, Manual Checks)
- » Resolve price or quantity discrepancies between purchasing & vendor
- » Reconcile Company credit cards to expense reports submitted on a monthly basis
- » Prepare customer invoices, posting to the general ledger
- » Process and post daily wires, EFT/ACH, check payments
- » Verify discrepancies and resolve customer billing issues
- » Facilitate prompt payment of invoices due by contacting customers on a regular basis
- » Performs other duties as assigned

About Noratel Group:

Noratel was established in 1925 and is servicing the industry worldwide, evolving to meet the ever-changing demands of our customers. Today we are a leading global provider, proud to offer the most comprehensive range of transformers, reactors, and power supplies. Besides a comprehensive standard range product portfolio, the majority of Noratel production is dedicated to custom design and manufacturing to meet the requirements of OEM customers. Noratel employs 3,000+ people across 13 countries in Europe, Asia, and North America. Corporate headquarters are based in Lier, Norway.

Employment Type

- » Full-time

Start date:

- » To be agreed.

For more details about the position, please contact:

Leea Ramirez, Financial Controller: leea.ramirez@Noratel.com