

Billing Coordinator | AI

AmeriLux International is hiring! We are looking for our next A-Team member to join our growing accounting team. You will work directly with our accounting team to improve processes and learn major accounting principles across all divisions. This role will play a key part by growing AmeriLux while analyzing and forecasting future opportunities.

Role Facts:

- Reporting: Maintain and develop reporting to provide leadership with insight into the business.
- Month End: Assist with various responsibilities during monthly financial close process.
- Prepare and create financial reports
- Assist with the auditing process
- Create and process invoices
- Assist with journal entries and benefit balancing
- Help document current accounting processes

What Really Excites Us:

- Thinks Analytically & Outside of the Box
- Not Afraid to Fail
- Open to New Ideas & Change
- Has Fun

The A-Team:

Skateboarders, Brainiac's, Fishermen, Photographers, Yoga Lovers, Video Game Enthusiasts, Writing Wizards, and every other type of personality out there. Above all else, we are a family.

The Inside Scoop:

We understand that applying to a new role can be intimidating, we have been there. We are different. We are not looking to hire professional interviewers; we are looking to hire good people. So take a breath and relax. We just want to get to know you.

Remember that you are in the interviewer chair with us. Most crucial, have fun and try not to take yourself too seriously.