

## *CASH ACCOUNTING SUPERVISOR*

*Explore an opportunity to be part of the solution.*

A visionary leader, Savers is a multi-national retail organization operating over 200 stores throughout the US, Canada and Australia and employing over 10,000 employees. We possess a dynamic business model and global vision centered on a creative partnership between three diverse industries: retail sales, nonprofit organizations and recycling. Savers, Inc. is a growth oriented organization and has aggressive plans for new growth throughout the US over the next five years.

Savers, Inc. is now searching for a talented Cash Accounting Supervisor to join our corporate team in Bellevue, WA. This role supervises and manages the Cash and Non Trade A/R team in the execution and delivery of cash and receivable services.

## *DIVERSE ROLE FUNCTIONS*

- Develops training materials for team members on department policies, procedures and best practices.
- Collaborates with team members to identify bank discrepancies and resolve issues from the retail stores.
- Selects, hires, coaches and develops the Cash and Non Trade A/R staff.
- Collects, reviews and resolves financial reporting issues with bank fees, cash overages and shortages.
- Identifies and develops processes to streamline requirements of financial reporting.
- Implements new or revised processes upon approval.
- Ensures timely and accurate Sales Post Over between Dart-S&P and the General Ledger on a weekly basis.
- Records and reconciles all Travel activity on a monthly basis.
- Oversees Petty Cash and any Over/Short issues.
- Responsible for the activity within the Non Trade A/R and ensuring it reconciles to the General Ledger on a monthly basis.
- Acts as Loss Prevention Liaison for Sales Data and Banking issues.
- Oversees the Givex Gift Card and Exchange Card activity ensuring monthly invoices are reconciled prior to being remitted for payment.
- Assists with the preparation of the yearly budget projections/assumptions for assigned accounts.
- Answers and/or responds to customer services issues from the field and/or the Savers website regarding duplicate charges and NSF checks.
- Assists with preparations for the annual audit.
- Prepares for and participates in monthly Financial Review meetings.

## *REQUIRED CREDENTIALS*

- Bachelor's degree in Accounting, Finance or related field or a combination of education and experience that yields the required knowledge, skills and abilities.
- Two (2) to Four (4) years experience in accounting operations (receivables, payables or payroll).
- One (1) to Three (3) years experience supervising team members.
- Strong working knowledge of accounting processes and principles, financial databases and systems, and financial statements and general ledgers.
- Demonstrated supervisory, management and leadership skills.
- Superior analytical, organizational and customer service skills.
- Ability to identify problems, recommend solutions and think outside the box.
- Strong communication skills, both written and verbal.
- Excellent interpersonal skills and the ability to interact with all levels of the organization.
- Prior retail experience and/or project management experience is preferred.
- Working knowledge of Microsoft Office including Word, Excel, Access and Outlook.
- Experience with Great Plains is preferred.

This opportunity is a full time permanent position with Savers, Inc. We provide a competitive salary and excellent benefit package and many opportunities for career advancement. For immediate consideration, please send resume and cover letter to [saversrecruit1@savers.com](mailto:saversrecruit1@savers.com). Savers and Value Village stores are an Equal Opportunity Employer.