



# AVOCADO THE WORLD'S MOST ADVANCED NETWORK



**JOB TITLE:** SENIOR ACCOUNTANT  
**REPORTS TO :** ACCOUNTING MANAGER  
**DEPARTMENT :** FINANCE & ACCOUNTING  
**LOCATION :** OXNARD, CA

Mission Produce is the largest global supplier of the world's finest avocados. For over 35 years we have invested in people, state-of-the-art technology and avocado-specific infrastructure to expertly serve our customers, growers and partners. Throughout our history we have remained rooted in honesty, respect and loyalty.

Mission Produce owns and operates state-of-the-art avocado packing facilities in multiple global locations including California, Mexico and Peru. In addition, our global distribution network includes 11 forward distribution centers in North America, China and Europe. Over the past 35 years, Mission has become recognized as the leader in the worldwide avocado business.

## **JOB SUMMARY**

Assist the Accounting and Finance Department to accomplish department and company goals and objectives by providing accounting and financial support. This includes detailed analysis and presentation of financial data, preparation and recording of various journal entries, preparation of monthly account reconciliations, and other similar activities.

## **ESSENTIAL DUTIES & RESPONSIBILITIES**

- Process journal entries for entry into the general ledger system on a monthly basis by collecting necessary data, analyzing and/or allocating costs, and preparing audit trail support for journal entries
- Prepare month-end balance sheet reconciliations
- Prepare and analyze account reconciliations for assigned accounts, investigate reconciling items, and prepare any resulting journal entries
- Perform payroll bank reconciliations and resolve discrepancies

- Coordinate with distribution center managers to ensure that all inventory transactions are accurately recorded, and count variances satisfactorily explained.
- Participate in year-end audit by preparing necessary schedules, compiling supporting details and explanations
- Ad hoc projects as assigned by management
- Uses knowledge of GAAP and company policies to solve day to day issues and other projects as assigned
- Perform other duties as requested

### **MINIMUM QUALIFICATIONS & REQUIREMENTS**

- Bachelor's degree in accounting, finance, or related field
- Minimum of 2 to 5 years of prior work experience
- Advanced ability to use and demonstrate proficiency with Microsoft Office Applications to analyze and troubleshoot information/data, develop and use spreadsheets, statistical analysis and trends. High level proficiency with Excel required.
- Flexibility to work on special projects and unexpected events while completing routine tasks on a timely basis
- Able to work and make decisions with a sense of urgency, adhering to tight schedules and simultaneously managing several projects.
- Strong ability to be hands-on, work independently, and remain self-motivated with minimal direct supervision
- Proven ability to be result focused, metric driven, and translate priorities and actions into measurable results
- Excellent problem-solving skills with a strong ability to effectively identify problems by framing issues, leveraging data, and developing and implementing solutions
- Prior Microsoft Dynamics experience a plus

