



GROW WITH US!

Our century old tradition of service excellence is the result of people just like you.



ACCOUNTING MANAGER

Are we **RIGHT** for you?

The word **RIGHT** stands for what we **VALUE**: Respect, Integrity, Growth, Honesty and Teamwork.

Why join our team?

Middlesex Water Company (NASDAQ:MSEX) has been an industry leader since 1897. We promote professional and personal development in a work environment that is supportive and responsive. We understand the importance of our services and the individuals who uphold our reputation.

Joining our team means that you have a multitude of benefits that support you in and out of the workplace such as- full medical, dental, and vision benefits, 401k, paid time off, tuition assistance, learning and development opportunities, employee assistance program, and more. To learn more, please visit www.middlesexwater.com

Job Summary:

Reporting to the Assistant Corporate Controller, the Accounting Manager will play an intricate role in administering the Accounting function, including general accounting, statutory compliance/reporting, and consolidated financial reporting for Middlesex and all subsidiary companies. The successful candidate will be passionate about supporting and driving the Company's Values, **RIGHT**: Respect, Integrity, Growth, Honesty and Teamwork.

Work Performed:

Financial Reporting

Assist Corporate Controller/Assistant Controller in:

- Performing reviews and/or audits of monthly, quarterly, and annual financial data/statements and related variance reports in accordance with Generally Accepted Accounting Principles(GAAP) and/or statutory requirements
- Coordination of responses to information requests by outside auditors relative to the annual audit, quarterly reviews and employee benefits plans.
- Reviewing outside reports containing Company financial information.
- Assisting non-financial management to understand and interpret financial results.
- Supporting preparation and review of all 10-K and 10-Q filings with the SEC.
- Assist in maintenance and review of policies, procedures and controls to ensure compliance with the Sarbanes-Oxley Act.
- Preparation of ad hoc reporting as necessary.

Cash Management Responsibilities

- Review daily cash positions and reporting
- Review and approve daily, weekly, monthly ACH and wire transfers activity
- Liaison with bank personnel to resolve any issues and coordinate updates
- Website Administrator for existing Customer Service and Accounting Users

General Accounting

- Management and coordination of all general accounting deliverables to meet reporting/audit deadlines.
- Journal entry audit and review for accuracy and proper accounting treatment of transactions.
- Management and supervision of the Payroll, Accounts Payable and Cash Management functions.
- Supervise the annual valuation of the Pension Plan and 401(k) Plan and calculation of monthly contributions made to the 401(k) Plan.
- Development and maintenance of relevant policies, processes and procedures.
- Assist Corporate Controller in preparation of Accounting Department and other area budgets.
- Coordination of any ad hoc requests made of the department.

Statutory Compliance/Reporting

- Assist in review of Company regulatory monthly, bi-monthly, quarterly and annual reports, including supervision and review of supporting schedules/documentation.
- Supervise preparation/submission of periodic tax payments.
- Support preparation and review of schedules and reports for Pension Plan and 401(K) Plan audits
- Preparation of ad hoc projects as necessary.

Financial Systems

- Serve as the primary knowledge leader for accounting / reporting functionality within financial systems.
- Work with departmental staff and/or outside stakeholders to leverage financial systems for increased efficiencies in performing accounting/reporting functions
- Monitor and control all period-end and year-end financial system processes
- Work with management in the development and maintenance of the Chart of Accounts structure to ensure adequate transparency to financial and operating results.
- Serve as company-wide SME on Oracle modules interfaced with EBS, including WAM and CC&B.
- Serve as co-lead for Accounting Department with Corporate Controller on all ERP related implementations and updates.
- Serve on ERP related improvement committees as needed.

Special Projects

- Serve as the Finance/Accounting representative on cross-functional project teams.

Management

- Supervise Accounts Payable, Payroll and General Accounting personnel.
- Provide general support to other Finance & non-Finance personnel.

Qualifications:

- 7 years supervisory experience
- Exposure to SEC filing requirements and ASC pronouncements
- Advanced financial system experience
- Certified Public Accountant and public utility experience are considered a plus.

Physical Requirements:

- Use computer and calculator keyboard.
- Use written, verbal and audio communication and information sources.
- Retrieve and file documents.

Candidates must possess authorization to work in the United States.

Candidates must be able to pass a drug screen, pre-employment physical, background check, and have a valid driver's license.

You can submit your resume and salary requirements by: e-mail to HRV@middlesexwater.com by fax to 732-638-7667 or by mail to HR Generalist, Middlesex Water Company, 485 Route One South, Building C 4th floor, Iselin, NJ 08830.

No phone calls please. We thank all applicants in advance for their interest; however, only those applicants who are being considered for the position, or are currently employed by Middlesex Water Company will be contacted.

Middlesex Water Company and its' subsidiaries are an Equal Opportunity Employer.