



Staff Accountant
Cincinnati, OH



CORE
SPECIALTY

THE CORE SPECIALTY ADVANTAGE

Core Specialty offers a diversified range of property and casualty insurance products for small to mid-sized businesses. From underwriting offices spanning the U.S., the Company focuses on niche markets, local distribution, and superior underwriting knowledge, offering traditional as well as innovative insurance solutions to meet the needs of its customers and brokers. Core Specialty is an insurance holding company operating through StarStone Specialty Insurance Company, a U.S. excess and surplus lines insurer, and StarStone National Insurance Company, a U.S. admitted markets insurer. The Company is rated A- (Excellent) by AM Best.

CONTACT US

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Essential Duties and Responsibilities: (Position based in Cincinnati, OH)

The Staff Accountant is responsible for accounting, reporting and reconciliation of cash accounts, as well as certain treasury and other operating tasks.

Key Accountabilities/Deliverables:

- Provide support to the General Accounting Manager and the General Accounting Controller
- Assist in preparation of Weekly Cash Flow reports
- Prepare journal entries for recording cash and other transactions to the general ledger
- Prepare bank and other balance sheet account reconciliations
- Assist with preparation of monthly expense accruals
- Assist with Monitoring, reconciling and settling intercompany balances
- Assist in compiling and preparing various reports
- Complete reporting of certain cash transactions regarding monitoring of accounts receivable
- Maintain reporting of restricted assets
- Participate in recording quarterly STAT reporting
- Preparation of audit bank confirmations to third parties
- Support other internal and external audit requests
- Update Master Bank Account List with all changes
- Facilitate updates to cash and other state depository accounts
- Maintain procedural documentation for assigned responsibilities

Technical Knowledge and Understanding:

- Excellent written and verbal communication skills.
- Excellent organizational and analytical skills.
- Ability to work independently
- Ability to manage time effectively.

Experience:

- Bachelor's degree in Accounting or Finance required.
- Proficiency with Microsoft Office Suite and accounting software required.
- Basic computer skills, ability to use standard office equipment required.
- Familiarity with GAAP reporting and Sarbanes Oxley.
- Ability to enhance and adapt processes and procedures, and related documentation.

At Core Specialty we believe that our employees are our most important asset. Helping our employees and their families achieve and maintain good health – physical, emotional, and financial – is the reason Core Specialty offers extremely rich and affordable benefits including, but not limited to medical, dental, vision, and life insurances; short and long-term disability; a Company-match of 100% of a 6% contribution 401(k) plan; an Employee Assistance Plan; Health Savings Account, Flexible Spending Account, Health Reimbursement Account, and gym reimbursement.