



 **BIOFUELS**
3939 N. Webb Rd.
Wichita, KS 67226
Ph: (316) 303-1380
poet.com

ABOUT POET Biofuels

POET Biofuels is a global leader in the energy and agricultural space. We started as a supplier of biofuel, and have grown into a multi-commodity marketing and transportation company providing solutions in fuels, grains, and carbon dioxide markets. We are part of a network of engineering, management, marketing, and manufacturing companies that are dedicated to being good stewards of the Earth by converting renewable resources to energy and other valuable goods as effectively as humanly possible. As the largest supplier of biofuel in the world, we believe in the value and benefits of driving a renewable solution to global energy needs, and focus on creating a more sustainable path forward in all our related industries.

JOB SUMMARY

We are looking for a **Financial Reporting Accountant** to join our team. The Financial Reporting team is responsible for management reporting and auditing. As a Financial Reporting Accountant you will assist in compiling and presenting financial statements to management and serving as the main point of contact for our external auditors. This position is full-time status and will report to the Controller.

ROLE REQUIREMENTS

- Bachelor's degree in Accounting from an accredited college or university
- Organized with attention to detail and ability to multitask projects
- Autonomous work habits with demonstrated ability to make process improvements
- Strong computer skills (Microsoft Excel and Outlook)
- 2-3 years of accounting with financial reporting experience preferred

ROLE EXPECTATIONS

- Assist with period-end close processes. Reconcile systems, discuss with appropriate account owners, and prepare and post journal entries. Reconcile various balance sheet and income statement accounts
- Prepare and assist with the review of recurring reporting packages to include financial statements, analysis and commentary, as well as assist in the preparation of year-end GAAP financial statements
- Assist with research, interpretation and application of GAAP accounting standards as it relates to accounting policies and specific business transactions to ensure GAAP compliance
- Period-end close responsibilities may require time outside the normal business hours

This is not an all-inclusive list of responsibilities and may change as business needs dictate

WORK ENVIRONMENT

- Culture is king at POET. We are all on the same team. We always communicate. We park our egos at the door. These aren't just slogans on our walls. It's part of who we are.
- We have an open work environment, with no offices. We strive to closely work together.
- We expect that everyone will maintain a healthy work-life balance. It's the best way to optimize health, happiness and productivity over the long term.
- We work hard. We play hard.

The logo for POET, consisting of the letters 'POET' in a bold, sans-serif font. A vertical line is positioned to the right of the logo.

POET®

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We are proud to be an Equal Opportunity Employer. If you want to learn more about us, please visit www.poetep.com