

DOUGHERTY & COMPANY LLC

Accounts Payable Accountant, Dougherty & Company LLC

Dougherty & Company LLC is a registered broker-dealer in securities with over 30 years of experience, specializing in high value added investment and capital raising strategies that help clients achieve their long-term investment objectives. As a full-service investment banking and investment services firm, Dougherty & Company offers a wide array of investment products and services to institutions and individuals nationwide. Our headquarters are located in downtown Minneapolis. For more information please visit www.doughertymarkets.com.

Summary:

We are seeking an Accounts Payable Accountant to perform accounts payable processing and general accounting duties.

Essential duties and responsibilities include:

- Perform accounts payable processing
- Perform cash processing, general ledger reconciliations and other general accounting duties
- Assist with month-end close
- Other duties as assigned by supervisor

Skills, Knowledge and Abilities:

- Proficiency in Microsoft Office Suite
- Detail and numbers oriented with excellent analytical skills
- Strong written and communication skills
- Ability to work in a fast paced environment
- Able to meet deadlines and schedules

Education & Experience:

- Two year accounting degree required; four year accounting degree preferred
- 2 years' accounting experience required
- Experience in the financial services or securities industry a plus

We offer a comprehensive benefits package for employees and their families including medical and dental plans; 401k plan including company matching; firm funded life and disability insurance.

Qualified candidates should submit their resume to careers@doughertymarkets.com for consideration.

Equal Opportunity Employer Minorities/Women/Veterans/Disabled

www.doughertymarkets.com

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