

The Walsh Group is currently seeking an **Accounting Interns for our Chicago office.**

As a fourth-generation, family-owned business, Walsh recruits individuals who are seeking a small company feel with a large company backing. Walsh is a successful fast-growing company at the forefront of technology and is committed to being the employer of choice to our employees and the builder of choice to our customers.

There are many compelling reasons why exceptional people should consider a career with our company:

- Challenging, complex work
- Creative and innovative problem-solving environment
- Supportive, communicative managers who reward hard work
- Opportunities for growth, training, and development
- Flexibility in career path & progression
- Opportunities to work and live all over the United States

Responsibilities

- Assist in collecting and reviewing project subcontractor/supplier lien waivers.
- Assist in collecting and reviewing subcontractor/supplier monthly project invoices.
- Understands the Walsh monthly invoicing process. Ensures timely submittal of project invoices and reviews the invoices for accuracy.
- Provides monthly assistance to Project Management staff in the preparation of monthly billings to project owners.
- Assists in collecting and reviewing monthly owner billings to the Accounting Manager for processing.
- Communicates with the project staffs on tracking when the projects are paid.
- Handles all client and subcontractor communications in a professional and expedient manner.
- Conducts monthly financial review of project along with Project Management team and Accounting Manager to ensure costs of project are forecasted accurately.

Qualifications

- Seeking a degree in finance, accounting, or business-related field
- The ability to work a 12-week period
- Previous work experience is a plus
- Strong leadership skills
- Excellent oral and written communication
- Ability to prioritize work and meet project deadlines

The Walsh Group offers competitive wages and benefits, including:

- Medical, Dental & Vision Insurance
- Generous Vacation Time & Paid US Holidays
- Company 401(k) Matching Contributions
- Flexible Spending Accounts (FSA)
- Employee Assistance Program (EAP)
- Commuter Benefits Program
- Maternity Leave Policy
- Short and Long-Term Disability Insurance
- Term Life and AD&D Insurance

If you are hired, you will need to provide information regarding your COVID-19 vaccination status. The Walsh Group must comply with applicable COVID-19 Federal, State, Local and Owner vaccination requirements. If hired by The Walsh Group, you must be in compliance with your employment location's COVID-19 vaccination requirements.

Equal Opportunity Employer, Disability/ Veteran