BJ’s Wholesale Club, 25 Research Drive, Westborough, MA., contact: Samantha Coons, email: scoons@bjs.com

Financial Reporting Manager: The Financial Reporting Manager is responsible for preparing all quarterly external reporting documents, supporting the monthly closing of the general ledger, and managing the Company’s lease accounting and administration process.
- Prepare quarterly external financial statements and MD&A documents for compliance with debt agreements.
- Prepare account reconciliations and related journal entries for various accounts, including insurance reserves, intangible assets, debt costs, rent expense and stock compensation expense.
- Review account reconciliations and related journal entries prepared by other team members within the department.
- Account for real estate transactions, including interpreting new or amended leases, accounting for rent escalation or lease incentive clauses and performing capital versus operating analysis.
- Oversee the lease administration process, including the timely payment of monthly rent and review of common area maintenance reconciliations from landlords.
- Monitor compliance with new or evolving accounting guidance, provide interpretation and prepare technical memorandums as needed.

Job Requirements *
- Bachelor’s Degree required, CPA preferred
- 4+ years of relevant finance/accounting experience (preferably public or private audit experience)
- Demonstrated financial analytical skills and attention to detail.
- Ability to manage multiple priorities.
- Ability to execute and follow-through on an issue to completion and documentation. Please email resume and cover letter.
3-10X ROI for our clients, and we want your talents to help us get there! We enjoy a small company environment that works hard at driving change, and celebrates our successes along the way. If you are ready to take your career to the next level, the opportunities are endless at BlueLine Associates.

Responsibilities:
• Lead lean projects toward successful completion by supporting lean program and initiatives, facilitating cross-functional teams and training, resulting in improved process quality, financial results, and customer satisfaction.
• Work directly with customers to establish goals and objectives related to lean, including quality targets. Prioritize projects to ensure resources are appropriately applied to achieve established goals at the department level.
• Establish and monitor metrics relative to programs, projects, and initiatives. Conduct periodic program reviews and update department leadership on the deployment progress and LSS results.
• Audit closed projects to ensure results are maintained.

Qualifications:
Education/Certifications:
• Six Sigma Green Belt is required (Black Belt is a plus)
• ITIL and/or PMP certifications are desirable, but not required
• Bachelor’s degree or above

Previous Work Experience:
• Must have experience with facilitation (leading, presenting and running meetings with VPs)
• Experience with lean based projects
• Experience working in IT is a big plus!
• Must have 4+ years of experience in process improvement projects

Other Knowledge, Skills, Abilities:
• Must have demonstrated ability to manage multiple projects successfully
• Skilled at leading process change
• Should be able to learn and apply statistical analysis to complex business problems, and create and maintain a high level of energy and sense of urgency about Lean and continuous improvement. Enthusiasm and drive are key!
• Strong stakeholder management skills.
• Should have an established home office and the ability to maintain a high level of productivity in an independent workspace.

ALASHAN CASHMERE COMPANY LLC, Burrillville, RI, contact: Mary Desorcy, Office Manager, email: mary@alashancashmere.com

Data Management and Systems Integrator: Alashan Cashmere Company, LLC (ACC) designs, manufactures, imports & distributes designer level apparel, personal accessories and home products to large and small retailers throughout the USA and internationally. ACC is a fast-growing company that has gained market share year after year since its inception in early 2004.

POSITION SUMMARY:
Alashan is seeking a qualified candidate for full time employment whose main responsibilities will be to extract, manage, package and present data so as to inform management, sales representatives and otherwise advance the interests of the company. Additionally, the position requires the effective use of other computer programs to contribute to management of the company’s website, production of
seasonal line sheets and preparation of other marketing materials. The core task to successfully accomplish the required work includes:
• Manage & Integrate Sage Software inventory and sales data using advanced Excel skills so as to enable timely and efficient flow of inventory, sales and other data to satisfy daily, monthly and annual business information needs.
• Manage customer and product databases and regularly communicate with customers utilizing Constant Contact and/or other mass communication software.
• Manage sectors of the company’s website and other internet related activities, including but not limited to social media.
• Contribute to the preparation of seasonal line sheets and wholesale pricing, utilizing Microsoft Office, Adobe Indesign & Photoshop software programs.
This position is located in our Burrillville, RI facility.

ESSENTIAL DUTIES AND RESPONSIBILITIES:
• Accurately manage and import and export data from Sage system utilizing advanced Excel skills.
• Devise, configure and implement steps for new data management needs.
• Support & troubleshoot Sage software applications.
• Develop and maintain documentation for data file content.
• Work to identify data trends to provide management, sales representatives and customers with useful information.
• Respond to management & sale representative support emails and voice mails.
• Must be willing and able to work sporadically on overtime and weekend basis, as needed.
• Establish streamlined and automated processes for ongoing data management, maintenance and support.

QUALIFICATIONS:
• College Degree – preferably related to business information systems or business management.
• Strong Excel skills a MUST and solid knowledge of Microsoft Word, Outlook, PowerPoint and Access. Prior work with Sage software is a plus. In Excel proficiency with Pivot Table, Macros, VLOOKUP and CSV file formats is a must.
• Technically and logically minded with great problem solving skills.
• Strong oral and written communication skills in English are required.
• 3+ years of relevant work experience preferred.
• Must be a team player with the ability to work collaboratively with other staff and departments.
• Physically mobile with reasonable ability to carry and lift up to 25 lbs. and the ability to work with computers for extended periods of time.

Compensation: Commensurate with candidate qualifications. Please submit salary request with cover letter and resume. ACC offers a full benefits package, including health care and 401K.

Here are some suggested job listing websites that you may want to consider:

rhodeislanddiversity.com giggijobs.com JobsinRI.com
RLjobs.com thingamajob.com OneWire.com
OceanStateJobs.com SnagAJob.com RhodelIslandjobs.com
HelloProvidence.com TriStateJobs.com
JobsinMA.com gojobs.com masslive.com

Bryant University is a nationally recognized leader in higher education, has a proud academic tradition of educating men and women, offering them opportunities to acquire knowledge and strengthen character so they can achieve success as they define it. Bryant is also dedicated to the success of our faculty and staff, and the school provides excellent benefits, training, and support so that individual talents may flourish for the benefit of its students. For a full listing of our current career opportunities, please visit our website. Bryant University is an EEO/AA employer and an institution committed to diversifying its staff.