Domestic Account Coordinator: Company: International Forest Products.
Position Summary: This role will have accountability for delivering exemplary customer service through superior logistical management, execution and customer interactions.

Responsibilities & Accountabilities:
1. Provide customer support and service to suppliers, customers and internal sales force.
2. Create budgets for each transaction, including all costs associated with the order.
3. Manage order entry.
4. Issue Purchase and Sales Orders.
5. Submit customer shipment advices and tallies.
7. Coordinate and monitor shipment plans.
8. Work closely with internal transportation department as well as freight forwarders to book cargo and trace shipments.
9. Collaborate with Finance department to monitor credit and evaluate credit lines.
10. Track customer receivables.
11. Manage inventory held in various worldwide locations.
12. Special projects and assignments as business dictates

Qualifications: Skills, Qualifications & Experience:
1. Bachelor’s degree preferred
2. Bilingual a plus
3. Detail Oriented and organized
4. Possess the ability to learn quickly
5. Candidates should have 2-5 years of customer service or logistics skills. Please apply via job URL.

Travelers Insurance

Senior Developer: Location: Hartford, CT. Job function: Software Development. This role is a senior technical role combining hands-on development in .NET and JavaScript with technical leadership responsibilities. Under limited supervision, performs expert programing, configuring, and/or analysis for impactful and visible projects. Manages the
effective use of line of business resources for implementation of ongoing projects, enhancements, initiatives and/or problem resolution. Acts as subject matter expert across multiple applications, systems and technologies, leveraging technical and business knowledge to drive the planning and execution of complex initiatives. Participates in the design/ development process. Provides technical leadership on complex projects. Leads investigation and resolution efforts for critical, high impact problems and incidents. This job is a technical lead. Manages the strategic plans and tactical activities for assigned information systems and business unit systems projects. Acts as subject matter expert across multiple applications, systems and technologies leveraging technical and business knowledge to drive the planning and execution of complex initiatives. Responsibilities include performing complex analysis, expert level design, configuration and programming functions for impactful and visible projects. Leads investigation and resolution efforts for critical, high impact problems, defects, and incidents. Contributes to staffing and project plan estimations in collaboration with the project manager and other key stakeholders. Assesses the technical viability of projects and objectives. Acts as a technology advocate and independently seeks opportunities where technology can be utilized to improve the business. Builds, maintains, and utilizes partnerships across the enterprise ensuring the best use of resources. Provides technical leadership, fosters a team environment, and provides mentorship and feedback to technical resources. Manages the effective use of line of business resources to implement ongoing projects, enhancements, initiatives, and/or problem resolution. Applies knowledge of current industry trends and techniques to formulate solutions within the context of assigned projects. Ensures project team's work complies with Travelers standards, processes, and protocols. Other duties as assigned.

**Qualifications:** Bachelor degree preferred or equivalent work experience, minimum 5 years of work experience in related field. Typically has 7 or more years of experience. At least two years of professional experience in a technical-leadership position. Excellent verbal and written communication skills; Extensive knowledge of the .Net framework and CLR; Expert in C# programming; Strong knowledge and experience with all of the following web development languages JavaScript, XML, HTML, CSS skills; Experience with Test Driven Development; Thorough understanding of Web Services including SOAP and WSDL; Solid understanding of multithreaded programming; Solid experience with SQL and relational databases (SQL Server / Oracle); Knowledge and application of design patterns; Knowledge and application of good design principles; Solid experience with SQL and relational databases (prefer SQL Server); Experience with a source-code repository (prefer Subversion); Strong technical, analysis, debugging and problem-resolution skills; Ability to understand and maintain others' code; Knowledge/experience with an Agile methodology. Please apply via job URL: http://travelersindex.contacthr.com/45587814

**Associate Software Developer:** Location: Hartford, CT. Under general supervision, provides intermediate programming, configuring and/or analysis skills for specific system assignments. Manages interaction between the systems and corporate technical support areas when additional support is required. Troubleshoots, conducts impact analysis, and escalates appropriately. Defines technical requirements and has ability to coordinate team resources to solve problems. As a member of Business Rules Management (BRM) team, a participant will gain deep knowledge of Personal Insurance: Auto, Property, and OPL products, compliances and processes. Learn how to solve the business needs by using Business Rules technology. Interact with many different areas within PIBT and other areas outside of PIBT working on many business requests. Responsible for system programming and analysis tasks of intermediate
complexity within a single system or group of small systems. Responsibilities include performing analysis, design, programming and configuration functions (includes defining technical requirements) with a very high degree of accuracy and speed. Performs analysis, assessment and resolution for defects and incidents of intermediate complexity and escalates appropriately. Builds effective relationships with stakeholders. Utilizes business knowledge to explain technical activities in business terms. Seeks opportunities to expand technical knowledge and capabilities. Performs basic project management responsibilities. Coordinates project work with GSO partners. Provides technical guidance and mentorship to less experienced employees. Applies knowledge of current industry trends and techniques to formulate solutions within the context of assigned projects. Other duties as assigned.

Related Bachelor degree preferred or equivalent work experience, minimum 3 years of work experience in related field. Typically has 5 or more years of experience. Able to accurately evaluate and estimate tasks. Financial Awareness Able to understand how the project schedule relates to budget. To apply for this position, please copy and paste the following link into your browser address bar: http://travelersindex.contacthr.com/47379265

Claim Rep Trainee Inside Auto: Location: Middleborough, MA. Under close supervision, this position is responsible for investigating, evaluating, negotiating and resolving claims on losses of lesser value and complexity. Complete formal training program for consideration of advancement to claim representative Inside Auto position. Provide quality claim handling throughout the claim life cycle (customer contacts, coverage, investigation, evaluation, reserving, negotiation and resolution) including maintaining full compliance with internal and external quality standards and state specific regulations. Manage file inventory and expense reserves by utilizing an effective diary system, documenting claim file activities to resolve claim in a timely manner. Determine settlement amounts, negotiating and conveying claim settlements within authority limits to insureds and claimants. As appropriate, write denial letters. Refer claims beyond authority as appropriate based on exposure and established guidelines. Other duties as assigned.

Qualifications: Bachelor’s Degree preferred or 2 years of business experience preferred. Solid keyboard and PC skills. Proficient use of technology; including, Microsoft Word, Excel, e-mail, Web-enabled applications, and database software. Demonstrated ownership attitude and customer centric response to all assigned tasks - Basic Strong verbal and written communication skills - Basic Attention to detail ensuring accuracy - Basic Ability to work in a high volume, fast paced environment managing multiple priorities - Basic Analytical Thinking - Basic Judgment/Decision Making – Basic. To apply for this position, please copy and paste the following link into your browser address bar: http://travelersindex.contacthr.com/47167222

Actifio, Inc., Waltham, MA., email: careers@actifio.com

Payroll Accountant: Accountant: will have a degree in finance along with a minimum of three years’ experience with payroll and accounting with a high proficiency in Excel. This position is hands on and requires a strong attention to detail and basic accounting skills. You will be responsible for leading payroll, stock administration, and travel expense management for our growing global organization of 350 employees. Employees are located throughout the US and Internationally. You will work collaboratively within the finance and HR teams, and interact with payroll and travel-related service providers. In addition, you will be responsible for general accounting duties, such as preparing general journals, monthly account reconciliations and financial
reports. The ideal candidate will be a self-starter with excellent communication skills, strong organizational skills, a team player and the ability to work with short deadlines.

Responsibilities:
• Oversee and manage payroll processing including pay increases, bonus payments, benefit contribution changes, etc. Work with payroll US and international service providers to ensure that payroll is accurate, timely and complies with various government regulations.
  • Prepare reports and analytics, (gross payroll, hours worked, vacation accrual, tax deductions, benefit deductions, etc.) for management.
  • Oversee and reconcile payroll procedures and payments for 401(k), Flexible Spending, and other employee contribution accounts.
  • Work with service providers to trouble-shoot, problem-solve and constantly improve payroll processing, systems, and reporting.
  • Ensure accurate record keeping of W-2s, timekeeping, and other payroll related documents in compliance with tax and other government regulations.

Stock Administration
• Maintain Solium equity database
• Process stock option exercises
• Create and distribute equity plan documents to employees; organize and file signed documents
• Prepare stock-related reports for Finance on a monthly basis; distribute periodic equity reports to management
• Provide equity statements and closing documents to current and former employees
• File 3921 and 1099 forms

Financial Duties:
• Prepare compensation-related journal entries and maintain compensation account reconciliations
  • Assist with the auditing and reporting of travel expenses
  • File state workers compensation fees and assist with workers compensation audits, as needed
  • Prepare payroll reports for month end close, year-end audit, workers compensation insurance, and tax preparation purposes
• Oversee international employee vacation tracking
• Prepare monthly intercompany funding journal entries

Requirements/Qualifications:
• 2-5 years of progressive, high volume, full-cycle payroll experience for domestic and international payroll
• Bachelor’s degree in accounting or finance
• Thorough, current knowledge of global payroll and payroll tax laws and standards
• Proven ability to drive change through fostering an environment of continuous improvements
• Strong working knowledge of ADP Workforce Now and Fidelity NetBenefits. Please email resume and cover letter.
Staff Accountant: Harris Rebar/Barker Steel is North America’s leading fabricator, installer and distributor of concrete reinforcing steel and related products. We are currently recruiting for a Staff Accountant to work in our Milford, MA office.

DUTIES AND RESPONSIBILITIES:
• Joins the accounting team at month-end closings to review the contract accrual/deferral function and propose adjustment entries as needed.
• Works with Accounts Payable, Contracts Department and the Branches in reviewing/approving the release of payment on placing vendor invoices. Includes soliciting missing documentation to ensure compliance with general contractor requirements and internal controls.
• Prepares general ledger entries (including recurring and intercompany) and maintains records and files.
• Reconciles accounts and prepares supporting schedules.
• Performs check-signer duties
• Retail sales audit report review (SOX control).
• Handles the KPI (Key Performance Indicators) reporting function.
• Updates and maintains Fixed Asset System (FAS).
• Maintains the SOX controls ensuring all the controls are in place and up to date.
• Administers SOX control testing.
• Works with the Controller in conducting physical inventories for the East Region.
• Files Personal Property Tax returns, as required by state and local agencies.
• Handles the Unclaimed Property process in accordance with guidelines put forth by UPCR and our corporate parent. Submits quarterly schedules and serves as point person for audits.
• Works with local energy broker and Branches to contract competitive rate agreements for electricity supply.
• Answers accounting questions and assists with audits and special projects as needed.
• Performs other accounting-related tasks as assigned by management.
• Visits to branch sites (for physical inventories, etc.) and research and analysis of accounts.

Qualifications:
• Bachelor’s degree in Business or Accounting OR Associates degree with at least 2 years of work experience in a related field.
• Solid math skills and accuracy with numbers required.
• Excellent computer skills needed, including proficiency in Microsoft Word and Excel, plus adaptability to learn new systems.
• Critical thinking, organizational skills and attention to detail required.
• Ability to prioritize tasks to meet deadlines is essential.
• Good communication and interpersonal skills are required.
• Experience in the construction industry is a plus, but not required.

SPECIAL DEMANDS:
Must be able to adhere to demands of a fiscal calendar close schedule including additional hours during peak periods. Some travel required. Must be a self-starter, detail oriented and willing to work closely with other departments to communicate and reason through contract issues and problems. Harris Rebar is a Drug-Free Workplace and all applicants are subject to pre-employment drug and alcohol screenings. Please apply on website or apply on www.careerbuilder.com or www.indeed.com (search staff accountant, Milford, MA).
Here are some suggested job listing websites that you may want to consider:

- rhodeislanddiversity.com
- Rljobs.com
- OceanStateJobs.com
- HelloProvidence.com
- JobsinMA.com
- www.newenglandherc.org
- MassachusettsJOBS.com
- www.usajobs.gov
- giggijobs.com
- thingamajob.com
- JobsinRI.com
- OneWire.com
- SnagAJob.com
- JobsinRI.com
- TriStateJobs.com
- gojobs.com
- masslive.com
- OceanStateJobs.com
- WorkConnecticut.com
- CTjobs.com
- HelloProvidence.com
- CareerBliss
- jobster.com
- RIjobs.com
- MassachusettsJOBS.com
- CONNECTICUTJOBNETWORK.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.