

August 11, 2017

Converge HR Solutions - Wayne, PA

Accounting Internship Non-paid – Fall 2017

Accounting Intern:

We are seeking highly motivated, enthusiastic college students to join our team. Converge is a HR consulting and outsourcing firm located in **Wayne, PA**. Our exceptional team consists of professionals from a variety of industries who possess exceptional skills in the strategic areas of culture and human capital alignment as well as the more tactical traditional HR functions including on-boarding and orientation, performance management, employee relations, leadership development and training, compensation and company compliance.

At Converge, we recognize that the strength of an organization is directly related to the health and happiness of its employees. Our culture is based on excellence, innovation, and integrity and we believe strongly in building long-term relationships based off a mutual respect for each other, our clients, and our business partners. We deliver service with compassion, care and commitment. We work very hard for our clients and play very hard as a team.

We are currently seeking an **Accounting Intern** that would report to the Director of Financial Operations and assist in the organization's accounting activities including financial record-keeping, reporting and other accounting functions. As an intern you will be challenged with completing projects and participating in that will enhance your professional skills.

Responsibilities:

- Financial Projects
- Posting an A/P and A/R
- Closing
- Financial statement analysis
- Payroll

Knowledge, Skills and Abilities:

- Detail oriented with strong organization and time management skills
- Ability to work independently as well as within a team environment
- Strong analytical and problem solving skills

Approved For Posting
Office of Student Life

- Strong interpersonal, written and verbal communication skills
- Ability to work effectively with others
- Must be able to work effectively in a collaborative culture
- Strong working knowledge of Microsoft Office applications
- Ability to work in an office atmosphere

Education & Experience:

- Currently enrolled in a **Finance/Accounting program**
- Actively enrolled at an accredited local university or college
- Minimum overall GPA of 3.0
- Minimum of one year Accounting/Finance knowledge

Job Type: Internship

Apply at: <https://www.indeed.com/cmp/Converge-HR-Solutions/jobs/Human-Resource-Intern-da2d9ba07f439db4?q=Converge+HR>