

ACCOUNTING MANAGER

Education Logistics, LLC · Finance



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Location: Missoula, MT (In-Person)

Type: Full-Time, Exempt

Department: Finance

Reports To: Controller

Edulog is the pioneer and leader in K-12 student transportation management software, serving school districts across North America for over 40 years. Our comprehensive platform helps districts optimize bus routing, ensure student safety, and deliver better transportation experiences for millions of students daily. Backed by Serent Capital, we're entering an exciting growth phase with investment in go-to-market capabilities.

ABOUT THE OPPORTUNITY

We are a 40-year-old, founder-led SaaS company at an important inflection point in our growth. With 100 employees today and an active acquisition strategy, we are building the finance team our business requires to scale. This is a hands-on accounting leadership role with real scope – you will own the day-to-day close, develop accounting staff, and play a meaningful role in systems and process improvement as we grow.

This role sits within Finance and reports directly to the Controller. You will work closely with FP&A and RevOps to ensure financial data is accurate, timely, and useful – and you will play a key role in the accounting integration work that comes with our M&A activity.

POSITION SUMMARY

The Accounting Manager is an in-person, exempt position based in Missoula, MT, reporting directly to the Controller. This role owns the monthly close process, maintains the general ledger to a high standard of accuracy, and ensures revenue is recognized in accordance with ASC 606. The Accounting Manager supervises accounting staff, coordinates with FP&A and RevOps on financial data integrity, and leads the accounting integration workstream for acquired entities. The role requires independent judgment across technical accounting matters, process improvement initiatives, and staff development.

KEY RESPONSIBILITIES

CLOSE & GENERAL LEDGER

- Own the monthly close process in partnership with the Controller, including preparation and review of journal entries, account reconciliations, accruals, prepaid expenses, fixed assets, and intercompany entries
- Maintain the general ledger with a high standard of accuracy, ensuring all entries are supported, documented, and reviewed on schedule
- Prepare and maintain supporting schedules for balance sheet accounts, following up on reconciling items with urgency
- Support compilation and review of monthly financial statements, including clear commentary on material variances and period-over-period changes
- Coordinate close checklist with the Controller and FP&A, ensuring the close calendar is followed and dependencies are managed across functions

REVENUE & TECHNICAL ACCOUNTING

- Maintain revenue recognition in accordance with ASC 606, working with the Controller and FP&A to ensure contract modifications, bundled arrangements, and multi-element deals are accounted for correctly
- Research and document technical accounting issues as they arise, with clear memos summarizing the applicable guidance and recommended treatment
- Support implementation of new accounting standards or policy changes as the company grows and the business model evolves

REPORTING & CONTROLS

- Prepare financial reports for management and external stakeholders, with clear commentary on key findings and unusual items
- Identify and implement improvements to internal controls, accounting processes, and general efficiencies – particularly as the company scales and adds acquired entities
- Support the development and documentation of accounting policies and procedures to create a more formalized control environment
- Coordinate with external auditors and tax advisors to support timely annual audits, tax return preparation, and any acquisition-related financial diligence

SYSTEMS & PROCESS IMPROVEMENT

- Support implementation, optimization, and ongoing administration of the company's accounting systems and ERP – including involvement in the ERP ↔ CRM integration with a focus on bookings-to-revenue accuracy
- Identify manual or inefficient processes and lead efforts to automate or streamline them, with an eye toward reducing close cycle time and improving data reliability
- Explore and implement AI-assisted tools for accounting workflows where appropriate – including automated reconciliations, anomaly detection, and journal entry support

M&A & INTEGRATION SUPPORT

- Support accounting due diligence for acquisition targets, including review of financial statements, chart of accounts, revenue recognition practices, and open liabilities
- Own the accounting integration workstream for acquired entities – including chart of accounts harmonization, ERP onboarding, opening balance sheet preparation, and intercompany setup
- Coordinate with the Controller and FP&A on the combined company's financial close following a transaction, ensuring an accurate and timely consolidated view

TEAM LEADERSHIP

- Oversee and develop accounting staff, reviewing their work, providing real-time feedback, and building their technical skills over time
- Coordinate day-to-day accounting operations across the team, managing workload and priorities through the close cycle and around key deadlines

REQUIRED QUALIFICATIONS

- BS degree in Accounting, Finance, or equivalent
- 3+ years of progressive work experience in an accounting role
- Experience with general ledger functions and the month-end/year-end close process
- Advanced Excel skills and comfort with the Microsoft Office suite
- Ability to research and apply Generally Accepted Accounting Principles (GAAP)
- Experience reviewing and developing staff work

PREFERRED QUALIFICATIONS

- Certified Public Accountant (CPA)
- Understanding of and experience with SaaS business models and ASC 606
- Prior exposure to M&A accounting, purchase price allocation, or post-acquisition integration
- Experience with ERP systems implementation or migration
- AI fluency – specifically the ability to work with AI-generated financial analysis, evaluate outputs critically, and integrate AI tools into planning workflows

CORE COMPETENCIES

- Detail-oriented and reliable: the close runs on time because you own it and hold others to the same standard
- Process-minded: sees inefficiency and wants to fix it, not work around it
- Collaborative and low-ego: works well with peers in FP&A, RevOps, and Operations, and communicates clearly when something is wrong

- Growth-oriented: wants to build technical skills, grow into a Controller-track role over time, and develop the people around you
- Technically grounded: sufficient command of GAAP and SaaS accounting to navigate ambiguous situations with confidence

WHAT WE OFFER

- Competitive salary and performance bonuses
- Comprehensive health, dental, and vision insurance
- Flexible work arrangements
- Professional development opportunities
- 401(k) with company match
- Collaborative and mission-driven culture

HOW TO APPLY

Interested candidates should submit a resume and cover letter to careers@edulog.com with the subject line "Accounting Manager – [Your Name]". Applications will be reviewed on a rolling basis. For questions, please contact the HR Department at hr@edulog.com.

Education Logistics, LLC
Missoula, Montana
www.edulog.com

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