

# JOIN OUR TEAM

# WE'RE HIRING!

We are currently hiring a Billing Manager for our Accounting department. Ideally, this position will be filled by an Accountant with a strong background in billing functions. We are looking for someone who is a team player, and understands the importance of an accurate billing process, who isn't afraid to jump right in and learn the intricacies of the telecommunications world! This person will be responsible for:

- Managing the billing function by ensuring an effective process and accurate bills.
- Maintaining customer records to ensure the company has the necessary documentation to serve customers.
- Preparing regulatory reports, collecting data, and entering information in the system to ensure legal compliance.
- Ensuring the information in the billing system is current so that pricing and service offerings are correct.
- Assisting in the evaluation and implementation of new processes and procedures to optimize the billing process.

## Requirements

- 2+ years of Accounting and Billing experience
- Strong interpersonal skills and ability to communicate clearly both orally and in writing
- Telecommunications experience a plus
- Great attitude
- Excellent computer skills
- Ability to problem solve
- Enthusiasm for technology
- Ability to work under pressure to meet deadlines and solve problems
- Bachelor's Degree in Accounting or a related field strongly preferred

