

## Staff Accountant

We offer you the opportunity to work in the exciting, constantly changing field of digital payments, alongside innovation leaders such as Visa and Mastercard.

### The Company

Payblr is growing fast in San Juan, Puerto Rico. We offer payment solutions for financial institutions such as Banks, Credit Unions and Fintechs. Through Payblr, financial institutions can offer debit, credit and pre-paid solutions to their customers. Payblr provides services such as Visa and Mastercard sub-licensing, payment processing, program management and others. Customers in Puerto Rico include Oriental Bank and Scotiabank, among others.

Payblr, formerly PR Value Exchange is a wholly-owned subsidiary of Cobalto. Cobalto is a consulting company that uses Digital Marketing, CRM Technology and Advanced Analytics to help companies reach their sales, customer and ROI targets. Cobalto uses Analytics and AI, including bot technologies, to help companies understand and interact better with their customers.

Our team is a diverse mix of strategists, techies, analysts, creatives and client advocates who work together with one thing in mind: getting results for our clients. Our clients include local and multinational companies such as Banco Popular, Triple-S, Chubb Insurance and Plaza Las Americas, among others.

We are passionate about customer success. We believe in win-win relationships and creating value for our customers. Our culture is driven by continuous improvement and learning at all levels. We constantly strive to be better than yesterday. We understand that only through teamwork and the mix of our varied abilities do we help our clients succeed.

### The Position

We're looking for a Staff Accountant, who is passionate, driven and who can balance working independently and with a team to achieve the client's goals. The Staff Accountant performs a variety of routine and some non-routine clerical / accounting function in accordance with standard procedures in different areas. Duties and tasks reflect substantial variety and complexity. May serve as a resource to others in the resolution of complex problems and issues. May be designated as "lead" worker.

### Responsibilities

- General Accounting
- Accounts Payable
- Accounts Receivable
- Account Reconciliation
- Payment Processing
- Monthly Closings
- Design and adapt procedures, processes and techniques to meet the goals of Payblr.



## Requirements

Bachelor's degree required, preferably in IT, engineering or a business administration (i.e. accounting, investments, economics or marketing).

3+ years of experience in business systems analysis.

2+ years of experience managing technical projects in a complex environment.

## Required Skills

Accounting / Operations experience

Previous experience with general ledger

Thorough understanding of debits and credits

Knowledge of card and/or digital products

Ability to multi-task and meet specific performance goals

Excellent problem solving skills

Detailed oriented, self motivated, assertive

Demonstrates ability to work flexible schedules and adapt quickly to change

Demonstrates leadership skills consistently

Must possess excellent verbal and written communication skills

Work well in a team environment as well as independently

Must have a strong and positive work ethic

Excellent research, analytical & decision making skills

Proficient skills utilizing MS Excel and PowerPoint

## Desired Skills

Proficient skills utilizing Quickbooks Online

## Why should you apply?

- Work in the best fields for the future: Digital Payments
- Be part of a team in a local, fast-paced, entrepreneurial company that is growing locally.
- Interact with the leadership of important companies and learn from best-in-class clients.

## Contact us

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