NOTE: If interested please contact us at Bryon.Broich@lonelyplanet.com or Stevie.Taylor@lonelyplanet.com with a brief note stating your interest in this position.

Accounting Analyst

Lonely Planet – Franklin, TN

A member of the Lonely Planet US Finance Team, the accounting analyst will be a critical player in the growing US finance team. The position’s responsibilities will include transactional processing of payables and receivables, along with assisting in month end close process. There is opportunity for advancement and growth in responsibilities.

The responsibilities of this position will be on a part-time (15-20 hours weekly) basis with the ability to perform many of the responsibilities remotely.

Key Responsibilities Include:

- Assist with month-end close procedures
- Accounts Receivable processing for Trade Sales team
- Accounts Receivable processing for Digital Sales team
- Accounts Payable processing

What we’re looking for:

- Accounting/Finance student
- Proficient in Excel and general computer knowledge
- Ability to work in team environment and interact with customers
- Ability to take ownership of responsibilities and work with some autonomy