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We're [hashtag#hiring!](#) 📣

We're looking for a Staff Accounting (Part-Time) to support our Washington, DC operations and help ensure accuracy, compliance, and strong financial insight.

#### Qualifications

- B.A. in accounting or equivalent job experience
- Experience: 3-5+ years of accounting experience, preferably with exposure to international entities.
- Software: Advanced proficiency in QuickBooks Online and Excel (modeling, forecast and data analysis).
- Skills: Strong understanding of internal controls, financial audit preparation, and payroll laws. Must be highly detail-oriented, accurate, and reliable. Strong commitment to deadlines.
- Language/Culture: Basic German language skills or experience working with German entities is an advantage but not required.

#### Benefits (eligible on day one)

- paid time off
- health insurance (medical, vision and dental), life insurance
- 401k

To apply, please send your resume and cover letter to [careers@washington.ahk.de](mailto:careers@washington.ahk.de)

👉 Learn more: <https://bit.ly/4cWOy4k>

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# We are Hiring

**Part-Time Staff Accountant**

**Requirements:**

- Managing full-cycle accounting in QuickBooks Online, with weekly bookings in compliance with US GAAP
- Preparing and presenting monthly, quarterly, and year-end financial statements to leadership
- Leading monthly forecasting (Budget vs. Actuals) and supporting the annual budgeting process
- Overseeing U.S. payroll administration and ensuring all tax filings and compliance requirements are met
- 3-5+ years of accounting experience, preferably with exposure to international entities

**Apply Now**

**Please send your resume and cover letter:**  
[careers@washington.ahk.de](mailto:careers@washington.ahk.de)

**AHK** Delegation of German Industry and Commerce in Washington, DC  
Delegation der Deutschen Wirtschaft in Washington, DC