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## Alabama Supercomputer Authority

ASA

**Position:** Senior Accountant-Vacant

**Reports to:** Accounting Manager

**Location:** ASA Montgomery Business Office

**Deadline:** April 24, 2026

Send resumes to [personnel@asc.edu](mailto:personnel@asc.edu)



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### General Description

This position provides comprehensive accounting and contract management support, including oversight of recurring agreements, procurement processes, and compliance with applicable state and federal regulations. Supports organizational operations through contract review, grant coordination, fleet and purchasing systems management, and cross-functional collaboration.

### Responsibilities

- Manage recurring contracts, including services and legal agreements
- Submit and present at Contract Review
- Ensure compliance with SOC 2 Type II standards and related requirements
- Fleet management operations
- Serve as point of contact for procurement activities
- Coordinate and execute in-house IT procurement
- Process and reconcile deposits
- Maintain and update all vendor accounts
- Provide vendor registration support and assistance
- Assist with Security Operations Center (SOC) grant administration
- Record and manage financial entries in QuickBooks
- Utilize STAARS for financial processing and reporting
- Manage purchasing activities through ALBuys
- Ensure adherence to all applicable state and federal contract regulations
- Generate and analyze financial reports in QuickBooks

### Qualifications

Bachelor's degree with a major in Accounting or Finance. Five years of experience in accounting, financial auditing, and compliance. Must have strong communication skills, proficient in Microsoft office including excel. Experience in governmental accounting a plus.