

FINANCIAL ANALYST

JML Optical, LLC, located in Rochester, NY, is a precision engineered custom optical solution provider who is recognized within the top 10% of optical manufacturers in the country. We pride ourselves on being a “one stop solutions” company which readily provides such services as optical and opto-mechanical design, rapid prototype, glass and metal fabrication, coating, metrology, and full assembly completion. These capabilities are particularly valued by our many customers in the Life Sciences, Medical, Aerospace, Defense, and industries, to name a few.

As a key member of the finance and administration team, the chosen candidate will perform general accounting and reporting responsibilities necessary to support the company and department objectives. This position reports directly to the Chief Financial Officer (CFO).

Primary Responsibilities:

- Performs general accounting functions, such as journal entries, account reconciliations, and transaction processing, including accounts payable, accounts receivable and invoicing.
- Assists CFO in financial reporting, including monthly and annual financial statements, KPIs and department spending.
- Assists CFO with all third-party audits.
- Performs basic treasury functions, including checks, wires, and liquidity reporting.
- Assists in annual budgeting and forecasting process.
- Supports SG&A departments in planning and monitoring spend.
- Serves as primary backup for payroll processing.
- Assigned miscellaneous duties and projects, as needed.

Candidate Requirements:

- Bachelor’s degree in Accounting/Finance, or equivalent experience.
- Proficient IT skills, including familiarity with ERP systems and Microsoft Office.
- Strong attention to detail.
- Effective communication, interpersonal, and organizational skills.

Benefits:

JML Optical prides itself on recruiting and maintaining its exceptional employees. Therefore, we offer an excellent benefits package and healthy work culture, specifically:

- Competitive pay.
- Generous Paid Time Off (PTO) within your first year of employment.
- A variety of Medical plans with a generous company contribution.
- Excellent 401(k) Plan.
- Monthly lunches with our President and Senior management team to stay connected to our business success.

If you feel that you meet the above requirements, we welcome you to apply. All candidates will be given confidential consideration.

Please send resume to: carolr@jmloptical.com

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or veteran status.