



## Toyon Research Corporation

6800 Cortona Drive  
Goleta, CA 93117  
www.toyon.com

CAREER OPPORTUNITIES – Santa Barbara, CA

### **Accounting Intern (Ref #1856-A)**

Assist in the business operations of a Government Contractor at its Corporate Headquarters in Goleta, California. As a Staff Accountant, you will work closely with other accountants and operations personnel to handle day-to-day business activities. This position will interface with the accounting, financial, and contract functions of the Corporation. Although this is an entry level position, it has the potential to grow into a managerial level position depending upon the candidate. The ideal candidate is a creative thinker with a positive attitude, who is flexible and open to learning new responsibilities with a long-term approach.

### **EDUCATION/EXPERIENCE**

- Working toward a Bachelor's Degree in Accounting or related field
- Experience/understanding of general accounting systems
- Proficiency in Microsoft Office, with expertise in Excel and spreadsheets

### **DESIRED KNOWLEDGE/INTEREST**

- Generally Accepted Accounting Principles
- Government Contracting Principles
- Accounts Payable and Accounts Receivables
- Computer applications related to the work – Microsoft Office (Proficient), Deltek GCS/Cost Point, Unanet, or equivalent Accounting System experience

### **DESIRED SKILLS**

- Ability to prioritize and handle multiple tasks simultaneously, with attention to detail
- Good problem solving skills, capable of identifying ways to improve efficiency
- High level of interpersonal skills with others and comfortable interacting with all levels of management (internal and external)
- Willingness to listen and be able to work independently or with minimal supervision
- Strong customer focus with willingness to perform responsibilities outside of the job description
- Ability to handle confidential information/discretion must be used in releasing any information

**U.S. Citizenship Required.** Ability to qualify for a US Department of Defense security clearance required.

Please e-mail resume to:  
[employment@toyon.com](mailto:employment@toyon.com)

**WE OFFER AN EXCEPTIONAL EMPLOYEE BENEFITS PACKAGE!**

Toyon is an Equal Employment Opportunity Employer Minorities/Females/Vet/Disability