



ALASKA AEROSPACE CORPORATION ACCOUNTING INTERNSHIP

Job Title: Accounting Intern

Our Company:

Alaska Aerospace Corporation (AAC) mission is to enable cost-effective access to space. AAC's core business area is space launch. AAC developed and operated the Pacific Spaceport Complex-Alaska, a state-of-the-industry spaceport on Kodiak Island, Alaska. PSCA provides access to planetary orbital space for commercial and government interests. The corporation's charter encompasses more than space launch, and it participates in other aerospace fields as well.

The Position:

Alaska Aerospace Corporation accounting department is located in Anchorage Alaska and is offering a paid student internship during summer, potentially continuing on a part-time basis through the academic year. The internship program will provide the student with relevant skills in a variety of accounting functions via on-the-job training. This accounting internship will provide exposure to Oracle-based accounting software and government contracting. Academic credit maybe available to qualifying students who receive prior approval from the University of Anchorage Alaska. If the internship continues into the school year AAC will help with flexible scheduling to allow for finals and changes in class schedule. Most importantly this opportunity will help build your resume and advance you career.

RESPONSIBILITIES:

- Accounts Payable/ Accounts Receivable
- Reconciling general ledger accounts
- Analysis of balance sheet accounts
- Weekly financial statement compilation and review
- Weekly project compilation and review
- Assist with general accounting month-end closing procedures
- Complete special projects as needed and other duties assigned

REQUIREMENTS:

- AAC is looking for a sophomore or junior who is actively enrolled in an undergraduate program at UAA with major in Accounting.
- Strong technical and organizational skills in addition to excellent written and verbal communication skills, in a professional environment.
- A high level of integrity, accuracy, dependability, enthusiasm, and confidentiality.
- Proficient in Microsoft Office applications (Excel, Word, and PowerPoint).
- Must be authorized to work in the U.S. without Visa sponsorship.

TIME COMMITMENT:

- Hours of operation are 8:00 am and 5:00 pm Monday thru Friday
- Must be available to work up to 30-40 hours per week during the summer (June – September)
- Must be available to work up to 15-20 hours per week during academic year

PAY:

- \$15 per hour

Please contact AAC at 907-561-3338

Email resumes to Resumes@akaerospace.com