



**Company:**

*For over 30 years, Stran has been developing strategic solutions for our client partners by offering customized branded merchandise and creative marketing services to meet the individual needs of our corporate customers. Stran is an entrepreneurial organization and a Top 40 Distributor, placing us among the top 1% in our industry. Stran's corporate headquarters is in Quincy, MA. For more information on the company, visit [www.stran.com](http://www.stran.com).*

**Position: Accounts Payable Manager (Full Time Exempt)** Stran and Company, Inc. is currently seeking a candidate to fill an Accounts Payable Manager position. The Accounts Payable Manager will lead our high-volume AP operations. This role requires exceptional organizational skills, a process-oriented mindset, and the ability to manage a large volume of daily transactions across hundreds of vendors. The ideal candidate will have prior experience in a dynamic, deadline-driven environment with strong attention to detail and vendor relationship management.

**Reporting:** This position will report to the Accounting Manager.

**Essential Duties and Responsibilities in this role:**

- Supervise and manage the accounts payable team to ensure efficient operation of the department.
- Process invoices accurately and timely, verifying coding, approvals, and ensuring proper documentation.
- Reconcile vendor statements, resolve discrepancies, and manage vendor inquiries.
- Oversee weekly and monthly payment runs (credit card, ACH, checks, wires) to ensure all vendor terms are met while optimizing cash flow.
- Develop and maintain strong relationships with vendors and internal stakeholders.
- Monitor and analyze accounts payable aging to ensure timely payments and optimize cash flow.
- Implement and maintain accounts payable policies and procedures to ensure compliance with company guidelines and regulations.
- Prepare month-end closing reports and assist with financial audits as needed.
- Identify opportunities for process improvements and implement best practices to streamline operations.
- Oversee annual 1099 filing preparations.
- Support other accounting projects, as required.

**Qualifications:**

- Bachelor's degree in Accounting, Finance, or related field.
- Proven experience as an Accounts Payable Manager or similar role.
- Strong knowledge of accounting principles and accounts payable procedures.
- Excellent communication and interpersonal skills.
- Ability to lead and motivate a team, with a focus on continuous improvement.
- Excellent organizational skills and attention to detail.
- Ability to work independently and collaboratively in a fast-paced environment.



- Public company experience preferred but not required.
- NetSuite experience (or other ERP) preferred.

**Compensation:** TBD depending on skill set and experience.

**Benefits:** The Healthcare package we offer is (3) Aetna PPO plans. Stran Contributes 65% of the monthly premium. Stran & Company, Inc. also offers a section 125 Flexible Spending Account, Dental Insurance, Group Life Insurance-, Short- and Long-Term Disability and Vision Insurance. Stran also offers a 401K retirement savings plan with a company match of 3% of your annual salary-up to the legal maximum.

Stran offers Unlimited Personal Time off. You must give at least two weeks' notice prior to taking time off whenever possible. All time off is at your manager's discretion and must be approved before any time off is taken. Stran offers a generous holiday schedule each year, for 2025 Stran offers 11 paid holidays.

**Interested candidates should submit a resume and cover letter for consideration. Please email us at [careers@stran.com](mailto:careers@stran.com).**

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500 Victory Drive, Suite 301 | Quincy, MA. 02171  
Schedule: **Monday to Friday at company headquarters, 9:00AM-5:30PM**