
JOB VACANCY NOTICE

Position: Senior Accountant

Department: Accounting

Requirements:

- Bachelor's degree in Accounting or equivalent.
- 3-5 years progressive experience in public accounting or 5-7 years in private accounting in the real estate industry preferred.
- CPA certification preferred.
- Thorough knowledge of Generally Accepted Accounting Principles (GAAP).
- Technical research skills.
- Strong analytical and critical thinking skills.
- Intermediate to advanced experience with MS Word, MS Excel, and MS Outlook.
- Intermediate to advanced knowledge of major general ledger accounting software packages.
- Must be able to effectively handle multiple projects simultaneously.
- Ability to work independently and as part of a team and take on new tasks/projects with high level of difficulty.
- Must be able to work with minimal up-front guidance and take ownership of work product.
- Excellent written, verbal, and interpersonal skills.

Responsibilities:

- Perform variance analyses and account reconciliations.
- Manage general ledger and assist in month-end/year-end close processes.
- Assist with financial statement audits.
- Assist with the preparation of financial statements and related schedules.
- GAAP technical resource.
- Coordination of certain aspects of accounting projects and initiatives with other members of the accounting team, other departments and outside consultants.
- Ad-hoc analysis, special projects and other duties as assigned.
- Performs similar and incidental duties as required.

Qualified applicants should email your resume and salary requirements to hr@jamescampbell.com.