

## Corporate Accountant

### Job Overview

Reporting to the Manager, Corporate Finance & Accounting, the Corporate Accountant will be responsible for the full-cycle accounting of Cressey's corporate entities, real estate brokerage, as well as preparing consolidated financial statements across the organization. The Corporate Accountant will ensure accuracy in financial reporting and help ensure compliance with accounting standards and brokerage regulations.

### Key Responsibilities

- **Financial Reporting:** Prepare and analyze financial statements, including balance sheets, income statements, and cash flow statements. Ensure accuracy and compliance with Generally Accepted Accounting Principles (GAAP) and internal accounting policies.
- **General Ledger Maintenance:** Maintain the integrity of the general ledger by recording and reconciling various transactions and accounts. Perform month-end and year-end closing activities, including journal entries, accruals, and reconciliations.
- **Internal Controls and Compliance:** Ensure compliance with company policies, accounting standards, and real estate brokerage regulatory requirements. Implement and maintain effective internal controls and mitigate financial risks.
- **Audit Support:** Support external review engagements, ensuring compliance with regulatory requirements and accounting standards. Assist in preparing documentation and responding to audit inquiries.
- **Expense Management:** Review and process property-related expenses, including invoices, utilities, maintenance, and repairs. Ensure proper coding and allocation of expenses to the respective properties.
- **Financial Analysis:** Conduct financial analysis and variance explanations to identify trends, areas of improvement, and potential risks. Provide insights and recommendations to optimize property performance and financial outcomes.
- **Cross-Functional Collaboration:** Collaborate with other departments, including property accounting, project accounting, tax department and legal, to gather necessary financial information, resolve issues, and provide financial guidance and support.
- **Process Improvement:** Continuously review and improve accounting processes and procedures to enhance efficiency, accuracy, and effectiveness. Identify opportunities for automation and streamlining of financial workflows.

### Skills and Qualifications

- Bachelor's degree in Accounting, Finance, or a related field.
- CPA (Chartered Professional Accountant) or equivalent certification is preferred.
- Proven experience as a Corporate Accountant or in a similar role, with a strong understanding of accounting principles and financial analysis.
- Strong knowledge of accounting principles, practices, and regulations (GAAP).



- Proficiency in accounting software (e.g. Yardi) and advanced Excel skills.
- Excellent analytical skills with the ability to interpret financial data and identify trends and patterns.
- Detail-oriented mindset with a high degree of accuracy and thoroughness in work.
- Strong organizational and time management skills, with the ability to prioritize tasks and meet deadlines.
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- Effective communication and interpersonal skills, with the ability to collaborate and build relationships with stakeholders at all levels of the organization.
- Ability to work independently and collaboratively in a team-oriented environment.