

Colombia Jobs Expertini®

Staff Accountant

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Company: Laborintos

Location: Bogotá

Category: business-and-financial-operations

Contamos con un equipo sólido y robusto de consultores especializados en búsqueda y selección de personal, así como en consultoría en diversos temas asociado al Talento Humano en múltiples sectores y países, garantizando de esta manera la prestación de un servicio oportuno y resolutivo a cada una de las empresas que nos confían la selección y/o el entrenamiento de sus profesionales.

Actualmente sumamos más de 10 años de experiencia en el manejo de procesos, tanto individuales como masivos, a nivel local y regional.

We're looking for a Staff Accountant for Acento Real Estate Partners!

As a Staff Accountant you will be responsible for the preparation of property monthly financials providing day to day support to operations and accounting teams and completing tasks as requested in a timely, accurate and professional manner.

KEY RESPONSIBILITIES

Maintain the daily accounting operations of assigned properties which includes but not limited to the accuracy of balance sheets, income statements, general ledgers, accounts receivable, accounts payable, property utilities, expense accruals, budgeting, forecasting, revenue and expense variance analysis, fixed assets, depreciation, and amortization.

Monthly bank reconciliations

Prepare monthly financial statements.

Prepare third party reporting packages and ensure deadlines are met.

Analyze lender escrow balances and facilitate recovery of escrow funds.

Analyze monthly financial statements and post journal entries as needed, on both an accrual and modified-cash basis.

Assist with the management of construction projects, ensuring projects are accounted for correctly in the financials.

Participate in ad hoc requests or tasks directly related to job responsibilities as needed by management.

EDUCATION

Bachelors in Accounting or Finance, or equivalent combination of education and experience

EXPERIENCE

3+ years accounting experience

1+years of experience in real estate accounting preferred

KNOWLEDGE/SKILLS

Knowledge and understanding of US GAAP is preferred.

Knowledge and understanding of Colombian accounting standards.

Proficient in Microsoft Excel and Word

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