

Accounting, CFO - Commercial Real Estate Industry
Chicago, IL

POSITION SUMMARY

Vequity, a growing retail real estate investment and development company is seeking a full time accounting professional that can grow into the position of CFO. The position is responsible for all accounting functions of the company including budgeting, forecasting, day-to-day accounting tasks, bookkeeping, and accounting policies. Additional responsibilities include tax planning, 1031 exchanges, project financing, and assistance with tax filing.

ESSENTIAL DUTIES

- Cash management
- Make and manage bank deposits
- Maintain general ledger, journal entries
- Accounts payable/receivable
- Financial budgeting and forecasting
- Manage construction project loan draws
- Month end bank reconciliations
- Payroll processing
- Interface with Principals and COO on day-to-day basis
- Assist with year-end tax filing
- Interface with lending institutions and manage project financing
- Maintain and reconcile investor capital accounts
- Help craft 1031 exchange policies and manage 1031 exchanges
- Assist in acquisition and dispositions as it related to accounting
- Assist Principals in creating and implementing policies and procedures as it relates to accounting
- Variance analysis

REQUIRED KNOWLEDGE, SKILLS & ABILITIES

Position requires specific experience with an established track record of success. Specific requirements include:

- Prior real estate accounting experience
- Prior 1031 exchange experience
- Bachelor's degree
- Minimum 2-3 years of experience in accounting
- Knowledge of US tax code
- Ability to multi-task and work in a small business atmosphere
- Ability to work without constant direction
- Extremely detail-oriented with solid communication skills, both verbal and written