CONSTRUCTION ACCOUNTANT

JOB DESCRIPTION

Compton Construction has an exceptional opportunity for a financial manager to establish themselves with a growing company offering the potential for future personal growth and leadership opportunities. Compton is a rapidly growing design/build construction company looking for a self-driven talented construction accountant who has aspirations for advancement to perform the following:

ACCOUNTING RESPONSIBILITIES

- Responsible for the accounting operations of the company
- Communicate routinely with Project Managers on a variety of job related topics including bonding, insurance and contract agreements.
- Participate in the formation and implementation of company financial plans
- Preparation of all monthly financial reports
- Work with outside accounting/financial firms on monthly close-out procedures
- Provide reporting and budgeting as required by Senior Management.
- Manage company and project cash flow
- Supervise accounts payable and accounts receivable staff and functions.
- Work with project management staff ensuring proper compliance with accounting procedures including reviewing and analyzing job cost estimates and reports monthly.
- Develop written accounting procedures for the operations staff and work with team to ensure proper implementation and compliance.

STRATEGIC INITIATIVE RESPONSIBILITIES:

- Creating new accounting/operations procedures to prepare and manage rapidly growing entity and the evolving business structure.
- Develop and maintain relationships with key partners including banks, title companies, etc. that will support and grow the business
- Prepare special reports by collecting, analyzing and summarizing information and trends

DESIRED SKILLS AND EXPERIENCE:

Must be a strong and organized leader with strong analytical and problem-solving abilities. Excellent verbal and written communication skills are also required. Specific requirements include:

- Bachelor’s Degree in accounting and/or finance required
- 3 to 5+ years of progressive accounting experience
- Experience in job cost accounting and financial reporting
- 2 to 4 years on Construction Management or General Contracting or Subcontractor industry experience
- Understanding of commercial insurance policies required
- Extensive experience with QuickBooks Contractor

COMPTON CONSTRUCTION LLC IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER. ALL QUALIFIED APPLICANTS WILL RECEIVE CONSIDERATION FOR EMPLOYMENT WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, DISABILITY, OR PROTECTED VETERAN STATUS.

Compton Construction LLC has an unwavering focus for the local community, safety and the environment, where we live, work and play.

Interested candidates can e-mail resumes to jobs@comptonllc.com with the subject line ‘construction accountant resume’. Paper copies can be mailed to 2323 W 5th Ave Suite 215, Columbus Ohio 43204. Please, no phone calls.