

Accounting Manager



ABOUT COMPTON CONSTRUCTION

Compton construction is a design build commercial construction company, headquartered in Columbus, Ohio. Our company is built on a strong foundation of relationships with our clients, subcontractors, suppliers, and project stakeholders. We pride ourselves on offering clients a unique approach to construction management from conception to completion. Our expertise uses a three step approach, Collaborate, Coordinate, Construct.

Collaborate - Communication is the root to successful relationships. Our goal is understand the client's unique situation and their vision for the project. We listen to our clients at every stage of construction and provide expert feedback where necessary. With intense collaboration, we provide our clients with construction services tailored specifically to them!

Coordinate - Having the right people, teams, and resources are important to completing a successful project. Organization and strong management skills are required to building successfully. At Compton Construction, we focus on quality results that can only be achieved through accurate dedication of our teams.

Construct - With attention to every detail, we build to meet our clients' goals. We have expertise in a variety of construction areas that allow us to create truly unique spaces.

Building is only what we do, not who we are. Serving our clients is the most important goal of Compton Construction. We are recognized in our communities and local organizations as a committed Community Partner. We serve to build. We build to serve.

JOB DESCRIPTION

Compton Construction has an exceptional opportunity for an Accounting 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 Accounting Manager who has a proven track record and can meet the following:

ACCOUNTING MANAGER RESPONSIBILITIES

- All functions of accounting up to preparing financials for tax return
- Must have strong background on Cash Management, Budgeting, and Financial Analysis
- Ensure timely and accurate processing of all accounts payable and receivables.
- Monitor receipt of all income, and financial commitments
- Manage company cash flow
- Independently create and maintain detailed financial reports. Coordinate timely updates with leadership team.
- Manage and direct accounting team through strong leadership skills
- Prepare analysis and reconciliation of monthly financial activity
- Report, Monitor, and Present key financial and non-financial performance indicators
- Prepare and analyze consolidated reporting are all levels of the company. Provide feedback on areas for improvement.
- Cost management, including monitoring of project profitability.
- Leads all quarterly financial review and annual audit activities
- Ensure legal accounting practices are followed. Respond to changes (GAAP, SOX)
- Interface/coordinate with the entire project team.

STRATEGIC INITIATIVE RESPONSIBILITIES:

- Develop protocols that help establish consistent behaviors in financial operations.
- Implement accounting policies and standards. Enforce compliance.
- Partner with other areas in the organization to move the business forward

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:

- Min. 5 years of experience in the accounting industry with 3 or more years in a managerial role. Construction experience is preferred.
- Established risk management and contract administration experience
- Local experience and contractor knowledge preferred
- 4-year accounting/finance or related degree required
- CPA, CMA or MBA is desirable but not a requirement
- Strong verbal and written communications
- Strong negotiation skills to resolve cost items with subcontractor, design team and/or owners
- Strong estimating skills for change order pricing and subcontractor price verification
- MS Office skills required, including Word, Excel, Outlook, and Project

COMPENSATION & BENEFITS:

- **Salary Dependent upon Experience.**
- Matching Retirement Program
- Vision, Dental, & Medical Insurance
- Paid Holidays
- Up to 2 weeks paid vacation

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 subject line 'Accounting Manager Resume'. Paper copies can be mailed to 2323 W 5th Ave Suite 215, Columbus Ohio 43204. Please, no phone calls.

