



Pacific Lifestyle
HOMES, INC.

Senior Accountant

Pacific Lifestyle Homes-- a growing Pacific NW regional homebuilder -- seeks a skilled, professional **Senior Accountant** in **Vancouver, WA** (approximately 30 minutes from Portland, OR). The position-holder is responsible for accounting and financial reporting for multiple companies. Other key aspects include tax compliance, banking and insurance. The Senior Accountant reports directly to the Controller. **Growth opportunities are a possibility for this role.**

We are looking for a team member who is energetic, results-oriented, accurate and organized. If you embrace new challenges and enjoy identifying process improvements for increased accuracy, efficiency and effectiveness, we would like to hear from you!

An ideal candidate thrives on making positive contributions to Company goals while exemplifying our core values including: **Integrity, Respect, Teamwork, Accountability, Candor** and **Humility**. Our Company culture is team-oriented, supportive and customer-centered. PLH employees take great pride in their work and have a genuine enthusiasm for seeing customers' dreams realized.

To learn more, please see our website: www.pacificlifestylehomes.com

For additional information about **PLH's Company Culture**, we invite you to view the video at the following link: <https://youtu.be/2sNbXsz8D8c>

We offer a competitive compensation package including benefits; this position is eligible for profit sharing.

Responsibilities include:

- Prepares financial statements and supporting reconciliations and work papers
- Maintains job cost reconciliations; performs review of costs vs. estimates
- Maintains general ledger to include account reconciliations and chart of accounts
- Completes reporting for multiple business entities in an accurate, timely manner
- Facilitates accounting processes including construction loan draws, sales tax reporting, fixed asset ledgers and insurance schedules
- Prepares for CPA review and annual tax engagements
- Participates in annual budgeting process
- Completes bank reconciliations and summary reports
- Facilitates continuous process improvements, software maintenance and internal control procedures
- Participates in strategic planning and goal setting process
- Assists departments with projects as requested

Desired Knowledge, Skills, and Abilities:

- Seeking 6+ years of Accounting experience; construction or manufacturing background including job costing is preferred but not required
- Bachelor's degree in Accounting; or equivalent combination of education and experience
- Ability to organize, coordinate, multi-task and complete work accurately while meeting deadlines
- Proficient in use of Excel spreadsheets to include queries, pivot tables and report preparation
- Effective communication skills
- Demonstrated ability to work well as part of a team
- Develops and maintains positive business relationships with internal customers and external contacts
- Positive and results-oriented; eager to take on new challenges
- Flexible and adaptable to change
- Responsible and professional with strong work ethic, integrity, and reliability
- Continuous learner; demonstrates desire and ability to gain knowledge; open to coaching and continuous improvement
- Capable in use of computer software to include Word, Outlook, PowerPoint and Timberline/Sage
- CPA license or CPA-related work experience is a plus

Reference check, background check and a pre-employment drug screen are steps in our hiring process.

For consideration, please forward:

1) A completed ****Career History Form (Application)** found at the following link:

https://pacificlifestylehomes.topgradingonline.com/job_openings/senior-accountant-vancouver?utm_campaign=direct_links&utm_medium=job-boards&utm_source=senior-accountant-8-18

****Note: To be considered, a Career History Form must be completed.**

2) Upload your **résumé and cover letter**.

If you have any questions about the application process, inquire via email with our recruiter at:

SRACC@TJandassociates.com

We are proud to be an Equal Opportunity Employer.