

Position Specification

Commercial Real Estate Company Head of Finance and Accounting

The Company

Our client is a Texas-based, mid-size commercial real estate company specializing in the development, construction, management and ownership of high-quality apartment home communities in urban areas.

The Position

Location

Southwest United States

Overview

This newly created position will lead the finance and accounting team and serve as the ‘right hand’ to the CFO. As the company continues to grow, the role will oversee the company’s financial planning and accounting operations providing input into the strategic financial plan for the business. This includes establishing targets, developing budgets, performing financial analysis and ensuring compliance. The successful candidate will be an accomplished accounting leader proactive with company finances, commercially aware and experienced in the real estate development, construction or property management industry. He or she will collaborate with the CFO to provide advice on the best path of growth for the company while embracing the values of servant leadership. The ideal candidate will be an excellent communicator with outstanding interpersonal and leadership abilities who is motivated by guiding the company towards profitability and success.

Reporting Relationship

The Head of Finance reports to the CFO and manages a team of five including two division controllers, one each for the property management and construction businesses.

Responsibilities

- Function as “Right-hand” to the newly hired CFO providing input to the financial strategic planning of the company.
- Perform financial analysis, evaluating business performance and potential risks. Prepare detailed reports on the company’s financial performance. Recognize patterns in company spending, revenue, and recommend solutions to any problem areas.
- Provide leadership to the accounting and finance function, ensuring accounting operations are efficiently and accurately run.
- Meet with budget holders to establish targets and develop budgets that meet the requirements of company departments.
- Manage cash flow, supervise all audit and internal control processes and manage

- compliance with financial laws and guidelines.
- Develop and implement processes and continuous improvements, including Standard Operating Procedures and internal controls.
- Coordinate with external financial entities on behalf of the company.

The Candidate

Education

The successful candidate will possess a bachelor's degree in accounting, finance, or relevant field and be a licensed CPA in the state of Texas.

Professional Qualifications

- A minimum of 7 to 10 years' practical, hands-on experience in accounting and financial management in the commercial real estate or development industry.
- Strong understanding and interpreter of GAAP, accounting theories, and internal control with an ability to implement innovatively.
- In-depth knowledge of accounting software, corporate principals, and financial analysis.
- Experienced as a finance leader with a track record of managing an accounting team and collaborating with C-level management to drive the business.
- Understanding of metrics, dashboards, business intelligence and analytics and how to use those to monitor and drive company performance.
- Previous public accounting experience would be a plus.

Knowledge, Skills and Abilities

- Polished written and verbal communication skills.
- Outstanding strategic and analytical acumen combined with superb critical thinking and organizational skills.
- Ability to work autonomously in a fast-paced environment with a high level of energy and very minimal supervision.
- Demonstrates servant leadership philosophy and style. Will fully embrace and operate within the company's mission and values.

To learn more about this opportunity or provide a confidential referral, please contact:

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