

Senior Accountant – Hamilton Partners

A leading real estate developer seeks a full-time Senior Accountant to work in their Downers Grove office.

Our senior accountant will work with other accounting personnel, property management and external parties on a portfolio of commercial real estate assets to accomplish the following duties & responsibilities:

- Responsible for the accuracy of financial statements and the general ledger
- Manage cash including distribution calculations
- Prepare income tax projections
- Review income tax returns, audit reports, and budgets
- Supervise, train, and develop staff
- Record capital transactions
- A variety of special projects

The ideal candidate will be self-motivated and possess a positive attitude and excellent communication skills. Computer literacy with proficiency in MS Office Excel and Word required. Yardi experience a plus. Four year accounting degree and 2 – 4 years experience required (real estate experience preferred). We offer competitive compensation and benefits. Only resumes accompanied by a completed application will be considered. The required application can be found at www.hamiltonpartners.com.

This application along with a resume should be remit via email, fax, or mail to:

Hamilton Partners, Inc.
300 Park Blvd, Suite 201
Itasca, IL 60143
Attention: Debbie Decker

Email: ddecker@hpre.com
Fax: (630)250-4858
No calls.