



REGENT PROPERTIES

12100 WILSHIRE BOULEVARD | SUITE 1750 | LOS ANGELES, CALIFORNIA 90025

Senior Accountant - West Los Angeles

Principal Objective of Position

Regent Properties, in West Los Angeles, is looking to employ a senior accountant in real estate. The Accountant will be responsible for the financial accounting/reporting of real estate investment properties owned by either a privately held real estate company or Investment Fund. This will involve interaction with third party property level accountants and property managers, and will require detailed knowledge of the property's operations, budget, and forecast.

Job Responsibilities

- Handle full-cycle accounting for assigned properties including preparation and analysis of the financial statements, general ledgers, subsidiary ledgers, and review of job costs reports
- Perform all month-end reconciliations and understand all entries and postings to balance sheet and income statement accounts for assigned properties
- Assist with the year-end audit including preparation of audit schedules
- Assist with the year-end tax preparation including preparation of tax schedules
- Work with investor relations group in the preparation and delivery of monthly, quarterly, and annual investor reporting

Desired Skills and Experience

- Bachelor's degree (BA/BS) from a four-year college or university program with an emphasis in accounting. CPA a plus but not required.
- A minimum of two to five years of prior accounting experience required, preferably in the real estate industry.
- Advanced knowledge of Generally Accepted Accounting Principles (GAAP) and Financial Accounting Standards Board (FASB) regulations including an advanced knowledge of financial terms, principles and accounting methods.
- Ability to explain financial information both verbally and in writing.
- Ability to comprehend, analyze, and interpret complex documents.
- Detail oriented as reflected in accuracy in work product.
- Advanced knowledge of computer software and hardware (i.e. Microsoft Office Suite Products and MRI is a must).
- Decisions made with understanding of procedures, company policies, and business practices to achieve general results and deadlines.

*Competitive base salary

Job Type: Full-time

About Regent Properties

Regent Properties is a real estate development and investment company headquartered in Los Angeles, California with over \$1 billion of assets under management. Since its founding in 1989, the company has acquired, developed, and financed approximately \$3 billion in real estate transactions nationally, encompassing more than 21 million square feet of office, retail, residential, and mixed-use projects; in addition to 13,000 acres of master planned communities representing 31,000 lots.