



COMMUNITY  
HOUSING PARTNERS

## Controller

Community Housing Partners (CHP) is announcing an exciting opportunity for an experienced and highly motivated individual to join our company as **Controller**. Formed in 1975 and headquartered in Christiansburg, Va (8 miles from Virginia Tech), CHP is a leading regional not-for-profit provider of affordable, green, quality housing. Currently serving Virginia, North Carolina, South Carolina, Maryland, Kentucky, and Florida, CHP controls over 150 legal entities, including 6,500 owned and managed apartment units and over 400 employees.

The Controller will be working in a rapidly growing, dynamic, and collaborative environment, and will report to the Vice President of Finance & Accounting. This position is responsible for directing and leading a team of 14 internal accounting professionals to provide timely and accurate financial reporting in a multi-entirety operation. Specific responsibilities of the position include:

- Bring a customer service mentality by providing support to our internal and external customers
- Analyze monthly budget v. actual variances
- Manage the corporate budgeting process and assist with the properties' budgeting process
- Manage/coordinate the annual audit and tax process (currently 80+ audits and 125+ tax returns)
- Continuously seek improvement/best practices in accounting policies, processes and procedures
- Establish and maintain strong internal controls to safeguard the financial assets of the company
- Stay abreast of GAAP and changes in reporting requirements
- Serve as business partner to company leadership

The successful candidate must possess a Bachelor's Degree in Accounting, have a minimum of ten years accounting experience, and a minimum of three years' experience managing accounting staff. Candidate must have detailed experience in multi-module accounting software and intermediate to advanced Excel abilities. Candidate must possess a strong attention to detail, excellent organizational, time management and communication skills. Must be highly motivated, able to work independently, solve problems, manage multiple high priorities and possess ability to communicate clearly and succinctly. Must possess excellent interpersonal skills, the ability to lead in a team-based environment and establish and maintain effective working relationships with executive team, key staff, employees and other stakeholders. CPA, CMA or MBA preferred but not required. Preference will be given to candidate with Property Management or Real Estate accounting experience, Yardi Voyager software experience, and/or multi-entity experience.

CHP offers a competitive salary with excellent benefit package and work environment, as well as the opportunity to work for a mission-driven non-profit. To learn more about our mission and vision, please visit our website at <http://www.communityhousingpartners.org/jobs> . Interested parties can apply by submitting a cover letter, resume, salary requirements and CHP application via our website by 5:00 p.m., Thursday, August 24, 2017 to be considered. Equal Opportunity Employer