



Accountant

Are you ready to make a positive impact in the world through your financial expertise? Virginia Resources Authority (VRA), working with its state agency partners, provides Virginia local governments access to cost-effective, sustainable, and innovative financial solutions for essential infrastructure projects. As an Accountant at VRA, you will have the opportunity to apply your financial and analytical skills to support meaningful projects and initiatives that contribute to the betterment of Virginia. We're looking for a team player who is driven by purpose, eager to tackle complex financial challenges, and committed to positive outcomes.

Essential functions of the position include:

- Monitor bank account activity to identify transactions for processing
- Initiate journal entries for loan receipts, loan disbursements, and other financial activity
- Prepare monthly bank reconciliations
- Initiate electronic disbursement of funds
- Enter loan disbursement and repayment data into our loan servicing system
- Manage accounts receivable and accounts payable functions
- Prepare various monthly, quarterly, and annual financial reports for internal and external use
- Prepare audit confirmation requests from borrowers

Specific qualifications include:

- Bachelor's degree in accounting or business-related field
- At least two years of experience in accounting or auditing, or equivalent combination of education and experience
- Experience with Microsoft Dynamics Great Plains preferred

Knowledge and skills:

- Strong attention to detail and accuracy
- Ability to prepare, coordinate, and maintain comprehensive financial reports and records
- Ability to research and analyze financial data and convey technical ideas effectively
- Thorough knowledge of Microsoft Excel and Word
- Ability to communicate effectively, both orally and in writing
- Establish and maintain collaborative relationships with team members and external stakeholders

VRA offers a comprehensive benefits package, including participation in the Virginia Retirement System, medical insurance, paid time off, subsidized parking, and training opportunities. The hiring range for this position is \$60,000 to \$75,000. Employment is contingent upon acceptable background and reference checks.

To apply, please submit a cover letter and resume to jobs@virginiaresources.org.

VRA is an equal-opportunity employer.