

AEW Career Opportunity

DIRECT INVESTMENTS Accountant (Associate)

Location: Boston

Responsibilities

- Responsible for the accounting and financial reporting of a portfolio of properties.
- Provide financial information to each property's asset management team.
- Collaborate with third party property managers to ensure that monthly property financials are accurately prepared.
- Prepare monthly property upload into AEW's accounting systems and reconciles to financial statements and supporting schedules prepared by third party property managers.
- Prepare monthly journal entries in AEW's accounting system relating to tax/fair value accounting and investment level accounting method (i.e. wholly-owned, non-controlling interest, equity method, etc.).
- Compare actual financial results to the budget/reforecast and understand variances.
- Prepare fund, investment and property level performance returns (i.e. time-weighted returns, IRRs, etc.).
- Participate in the property and investment annual budgeting and reforecasting process.
- Work with the Portfolio Team on the preparation of quarterly financial reports, annual portfolio business plans and audited financial statements.
- Work with the Portfolio Team on the preparation of client and consultant requests; assist in preparation of materials for various client meetings.

Skills/Experience Required

- BA/BS in accounting required; CPA designation preferred.
- 2-4 years of accounting experience required (experience with real estate a plus).
- Public accounting experience preferred.
- Strong knowledge of accounting fundamentals.
- Excellent financial analysis skills.
- Strong attention to detail.
- Excellent communication skills, both oral and written.
- Strong computer skills.
- Able to work effectively and cooperatively as a member of a team.
- Able to effectively take direction and work independently as needed.
- Ability to work under deadlines in fast paced environment
- High level of motivation and desire to succeed

To apply for this position please e-mail your resume to Jobs@aw.com

AEW Capital Management is an equal opportunity employer.

