JOIN OUR TEAM AT NEW ORLEANS BUSINESS ALLIANCE!

Position:

* Accounting Manager

Who Are We?

* New Orleans Business Alliance is at the forefront of driving growth and innovation in New Orleans. Be part of a team where your contributions directly shape the future.

What Will You Do?

* Supervisory Responsibilities:
	+ Manages financial reporting, billing, collections, payroll, and budget preparation processes.
	+ Recruits and hires accounting and financial staff and conducts performance evaluations.
	+ Coordinates training programs for new staff and identifies training needs for current staff.
* Essential Duties and Responsibilities
	+ Establish and maintain internal controls and guidelines for accounting transactions and budget preparation.
	+ Oversees preparation of business activity reports, financial forecasts, and the budgeting process, including variance analysis.
	+ Oversees the production of periodic financial reports; ensures that the reported results comply with generally accepted accounting principles or financial reporting standards.
	+ Supervise the preparation of financial statements; manage month-end and year-end close processes.
	+ Responsible for tax planning throughout the fiscal year; files annual corporate tax return.
	+ Audits accounts to ensure compliance with state and federal regulations; coordinates with outside auditors and provides needed information for the annual external audit.
	+ Implement operational best practices; provide strategic analysis and presents recommendations to management on short- and long-term financial objectives and policies.
	+ Provides financial analysis with an emphasis on capital investments, pricing decisions, and contract negotiations.
	+ Ensures compliance with local, state, and federal government requirements.
	+ Performs other related duties as necessary or assigned.

Qualifications

* Bachelor’s degree in Accounting, Finance, or related field required.
* Seven (7) years or more of accounting experience required.
* Two (2) years or more of leadership experience required.
* Certified Public Accountant (CPA) or Certified Management Accountant (CMA) designation preferred.
* Excellent management and supervisory skills.
* Excellent written and verbal communication skills.
* Excellent organizational and time management skills.
* Proficient in accounting and tax preparation software.
* Proficient in Microsoft Office Suite or similar software.

Who Should Apply?

* If you're visionary, resourceful, and have a knack for navigating complex scenarios with a sprinkle of humor, you're the one we're looking for!

Work Life

* Expect a fulfilling, hybrid work week from Monday to Friday, with remote days on Tuesdays and Fridays.

Ready to Make an Impact?

* To apply, please send your resume and cover letter to careers@nolaba.org and note "NOLABA Accounting Manager" in the subject line.

Diversity, Equity, and Inclusion

* New Orleans Business Alliance celebrates diversity & is an EEO employer. Be part of a culture that values inclusivity and fairness.

To Learn More

* Learn more about this role and our mission by visiting our official site: [www.nolaba.org](http://www.nolaba.org).
* Note: Detailed job description available upon request.