



**SENIOR DEVELOPMENT ACCOUNTANT**

**Preservation of Affordable Housing, Inc. (POAH)**

**Boston, MA**

**Position available: Immediately**

**Application deadline: Open until filled**

**About the Organization:** Preservation of Affordable Housing, Inc. (POAH) is a national nonprofit organization whose mission is to preserve, create and sustain affordable, healthy homes that support economic security, racial equity and access to opportunity for all. POAH owns and operates more than 12,300 affordable homes at more than 124 properties in 11 states and the District of Columbia. POAH is based in Boston with offices in Chicago and Washington, DC.

POAH's reach is national in scope, and its pursuit of the preservation mission is empowered by a focus on the business bottom line. Its strong reputation is the result of a demonstrated ability to craft complex financial transactions, tackle tough multi-family projects, and close deals that preserve the affordability of at-risk properties. The organization and its leaders are at the forefront of policy and legislative discussions around housing preservation, affordable housing finance and regulatory reform, including energy efficiency in the multifamily sector.

The POAH team is dedicated, creative and passionate. We believe a diverse and inclusive team is a stronger, smarter team and we actively promote diversity and meaningful inclusion of different perspectives among our Board, our staff, our partners, in our procurement of goods and services, and at our communities. We understand that addressing structural racism and achieving racial equity are central to the work we do and we proactively integrate the issue of race in our housing work.

**About the Opportunity:** We are seeking an experienced accounting professional to join our collaborative finance and accounting team. In this position you will work closely with the Vice President Finance & Accounting, Accounting Manager, the Real Estate Development project staff, and Property Management Accountants in project accounting:

- Predevelopment: work with Development Project Managers on maintaining predevelopment budgets; track project costs to appropriately reflect all development costs and activities prior to purchase of property and assist with the recovery of predevelopment costs.
- Assist with settlement statement preparation and record property purchases

- Record construction draws and assist with management of sources.
- Responsible for development entity financial reporting that is integrated with in-house property management.
- Work in collaboration with the Development department to understand joint venture and partner structures for development projects.
- Support development and finance team in debt and equity processing.
- Prepare audit work for cost certification, annual property audit and tax return preparation.
- Assist with reviewing annual property partnership and general partner tax returns.

Key attributes of the successful candidate:

- Self starting individual who enjoys working in collegial and entrepreneurial setting.
- Ability to piece together data from many sources and individuals.
- Understands real estate entity accounting, specifically affordable housing and low-income housing tax credits.
- Ability to communicate effectively in person and in writing;
- Yardi accounting system and construction module experience preferred
- Audit or Tax experience preferred
- Microsoft Xcel, Word, Outlook

Requirements:

- B.S. in Accounting
- 2+ years of development real estate accounting experience
- Affordable housing background, specifically low-income housing tax credits

Salaries are competitive and commensurate with experience. Benefits include generous vacation time, parental leave, medical, dental, vision, life and disability insurances, tuition reimbursement, generous professional development allowance, and 401k retirement plan with company match. Job onboarding and training will be provided.

Applicants should include cover letter and resume.

**Link to apply: <https://tinyurl.com/SDAPOAH>**

***POAH is an Equal Opportunity Employer dedicated to diversity in the workplace.***