

## WHY LOMBARDO?

Choosing a place to work is a big deal. You spend 40 hours each week at work, so you want to love what you do. We get it. When telling you why you'll love working at Lombardo Homes, we could list all of our statistics and accomplishments... but everyone does that, right?

Here's the real reason you'll love working at Lombardo: we're a family. We're family owned and operated, yes, but our entire team is a family. We appreciate and care for our team members and trade partners. When our team members succeed, we all succeed; when they struggle, we all pitch in to build them back up. This is the Lombardo way.

## WHAT YOU'LL DO

### The quick overview

The Staff Accountant will be responsible for completing monthly accounting duties, including accounts payable, journal entries, maintenance of general ledger, account reconciliations, coordinating intercompany transactions and preparation of year-end tax packages and special projects, as required.

### The basics

- Perform quality, detailed work within deadlines with or without direct supervision.
- Interact professionally with other employees, customers, etc.
- Work effectively in a team.
- Work independently while understanding the necessity for communication and coordinating work efforts with other employees and organizations. Nobody's an island!

### The nitty-gritty stuff

- Prepare monthly journal entries
- Prepare monthly sales entries
- Prepare initial income and balance sheets for review
- Various inventory functions including being able to identify and correct job costing errors.
- Communicate accounting issues to Seniors and Managers in a timely manner and be able to propose solutions
- Perform special projects and/or other duties as assigned.

## WHAT YOU NEED

- Bachelors Degree in Accounting or Finance.
- 1-2 years of experience in Accounting preferred.
- Proficient in Outlook, Word and Excel.
- Ability to prioritize and multi-task.
- Strong written and oral communication skills.
- Highly organized and detailed orientated.
- Desire to establish and maintain effective working relationships.
- Opportunity for career growth.

## WHAT WE'LL GIVE YOU

- Competitive salary with annual bonus potential.
- 401k with company match.
- Company-provided life insurance.
- Full benefits package including health, dental, vision, FSA, long-term disability, voluntary life insurance, and accident insurance.
- Company-sponsored employee events.