



Nestled between Estero Bay and the Gulf of Mexico, Bonita Bay offers an unparalleled lifestyle living in harmony with nature. Since its inception in 1980's, Bonita Bay was designed to blend with nature and remain an unspoiled ecosystem of 2,400 acres, encompassing 58 neighborhoods built with the highest standards of quality. Community amenities include a private beach park, three on-site parks that offer tennis, bocce, and pickle ball facilities and over 12-miles of pathways that wind throughout the property. Bonita Bay has been a Certified Audubon Cooperative Sanctuary for nearly two decades.

We are seeking an experienced Accounting Manager to join our dynamic finance team. In this role, you will be responsible for overseeing the accounting processes, ensuring compliance with regulatory standards, and maintaining the integrity of financial data. Your expertise will help drive the integrity of the financial reporting process, making sure that our records are accurately maintained, reconciled, and reported. You will work closely with other departments to provide insights into financial performance and guide decision-making that aligns with our organizational goals.

Responsibilities

- Oversee the preparation and accuracy of financial statements and reports
- Ensure compliance with local, state, and federal regulations concerning financial practices
- Manage the monthly close process and reconciliation of all account
- Assist in the development and implementation of accounting policies and procedures, including internal controls
- Provide mentorship and training to A/P and A/R staff
- Analyze financial data and report on financial performance and variances
- Collaborate with other departments to support budgeting and forecasting efforts

Requirements

- Bachelor's degree in Accounting, Finance, or related field
- Minimum of 4 years of accounting experience, preferably in a senior accountant position in a country club or HOA environment highly desired
- In-depth knowledge of accounting principles, practices, and financial reporting
- Proficient in accounting software and Microsoft Excel
- Strong analytical skills and attention to detail
- Excellent communication and interpersonal skills
- Ability to work independently and manage multiple priorities effectively

Benefits

- Competitive salary
 - Comprehensive health, dental, and vision insurance
 - Generous retirement plan with employer matching
- Please submit your cover letter and resume to Lesliev@bbcahome.com for consideration.