

**Senior Accountant:**

The Senior Accountant role requires a high-energy and self-motivated individual who seeks to thrive in a fast-paced and dynamic environment. The primary function of the Senior Accountant is on the day-to-day, monthly and quarterly accounting for our portfolio and related entities and to provide support for all public company accounting functions. An ideal candidate will have long-term growth opportunities within the company that enable him/her to learn all aspects of public company accounting, financial reporting, tax and Securities Exchange Commission (SEC) compliance.

**What you will do:**

- Perform general ledger, sub-ledger and account reviews and reconciliations
- Post cash receipts and perform other daily treasury functions
- Monitor bank accounts for all receipts, deposits and disbursements
- Prepare monthly bank reconciliations
- Prepare and post journal entries
- Prepare audit work papers and periodic financial reports
- Assist with the preparation, review, and filing of SEC reports
- Assist with internal management reporting and analysis
- Create and maintain process documentation related to accounting policies and procedures
- Interact with auditors for quarterly reviews and annual audits, including internal controls testing
- Support compliance with GAAP, SEC and Sarbanes-Oxley requirements

**Who you are:**

- Minimum of 3 years of relevant work experience required
- CPA designation and public accounting experience preferred
- Demonstrated experience with audit industry documentation standards (preparation of workpapers, narratives, walkthroughs, and control testing), is preferred
- Excellent communication, organizational and project management skills
- Flexible and able to work independently and in a team environment
- Ability to work extended hours during quarterly reporting closes common to public companies
- Advanced understanding of Microsoft Excel and general computer proficiency
- Experience with Sage Timberline Accounting Software a plus

**Why Agree Realty?**

Agree Realty Corporation (NYSE: ADC) is a high-growth Real Estate Investment Trust based in Bloomfield Hills, MI. We are primarily engaged in the acquisition and development of properties net leased to industry-leading retail tenants. As of June 30, 2020, we owned and operated a portfolio of 936 properties, located in 46 states and containing approximately 18.4 million square feet of gross leasable space.

We offer our team members generous compensation and benefits packages that include:

- 100% company-paid monthly health insurance premiums for team members and dependents
- 100% company-paid short-term, long-term, and life insurance premiums for team members
- Simple IRA retirement plan with 3% company match
- 3 company-provided lunches per week
- Onsite fully equipped gym and locker rooms



Our team feels at home working in our award-winning modern office buildings furnished with generously stocked cafés, state-of-the-art auditorium, outdoor patio, and open-area collaboration workspaces.

Ongoing professional development and technology training opportunities are offered to help all team members advance their careers.

To apply, please visit: <https://airtable.com/shrvRdvID40ACfPIE>

For additional information about our company, please visit: <https://agreerealty.com/>

*Agree Realty Corporation is an equal opportunity employer and does not discriminate on the basis of race, color, gender, religion, age, sexual orientation, national or ethnic origin, disability, marital status, veteran status, or any other occupationally irrelevant criteria.*