



Manager, Financial Reporting & Compliance

The Manager, Financial Reporting & Compliance role requires a self-motivated individual who seeks to thrive in a fast-paced and dynamic environment. The primary function of the Manager, Financial Reporting & Compliance is the administration and oversight of timely and accurate public reporting, including compliance with Sarbanes-Oxley (SOX) requirements. An ideal candidate will have long-term growth opportunities within the company that enable him/her to learn all aspects of public company financial reporting and compliance.

What you will do:

- Serve as a technical resource for US Generally Accepted Accounting Principles (GAAP), ensuring timely identification and compliance with evolving accounting guidance
- Prepare technical accounting research relating to accounting standards, including writing 'white paper' memos for complex and/or nonstandard transactions
- Assist with the preparation, review, and filing of SEC reports and other public disclosures
- Ensure compliance of public disclosures with applicable SEC rules and regulations, including completion of technical compliance checklists
- Prepare audit work papers for certain specific risk accounting areas
- Collaborate with personnel throughout the company to ensure proper accounting for unusual, difficult, or nonstandard transactions
- Assist with the planning, coordination, and execution of the financial reporting and internal control components of external and internal audits
- Manage the company's Sarbanes-Oxley compliance program, including creation and maintenance of process and procedures documentation, performance of risk assessments and gap analysis, design and implementation of new controls, and assessment of control design and operating effectiveness
- Demonstrate the highest standards of personal and professional integrity and compliance with applicable laws, rules, and regulations

Who you are:

- Minimum of 5 years of relevant work experience required
- CPA designation required and public accounting experience preferred
- REIT or real estate experience preferred
- Appropriate knowledge and experience with SEC reporting and US GAAP, including research ability
- Experience with SOX compliance programs required, including appropriate knowledge of the COSO framework
- Experience with audit industry documentation standards (preparation of workpapers, narratives, walkthroughs, and control testing) required
- Excellent communication, organizational and project management skills
- Clear, logical, and persuasive technical writing ability and analytical skills
- Attention to detail with an ability to multitask and prioritize diverse tasks
- Flexible and able to work independently and in a team environment
- Ability to work extended hours during quarterly reporting closes common to public companies
- Strong understanding of Microsoft Excel and general computer proficiency



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 September 30, 2020, we owned and operated a portfolio of 1,027 properties, located in 45 states and containing approximately 21.0 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/shrTneeZ8omBFaPMC>

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

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