



### **Accounting Manager:**

This position is responsible for supporting the day-to-day functions of the corporate accounting team and plays a crucial role in ensuring accuracy and transparency in financial reporting and compliance with regulatory requirements. Primary responsibilities include the review of certain monthly and quarterly accounting activities and workpapers, the management of certain accounting department projects, and the coordination of work around significant accounting areas.

The ideal candidate possesses fundamental accounting knowledge, strong analytical and communication skills, a strong ownership mentality, and the ability to work collaboratively with professionals across the organization. This position will report directly to the Corporate Controller and will collaborate closely with all members of the corporate accounting team and interface with various teams, including Asset Management, Lease Administration and Finance.

### **What you will do:**

- Review select workpapers completed by the Corporate Accounting Team, including providing constructive feedback and ensuring consistency with close timelines
- Coordinate and review the work performed over new and significant accounting areas such as purchase price allocations, construction in progress, fixed assets and impairment
- Prepare certain complex work papers, interacting with internal and external auditors and supporting compliance with Sarbanes-Oxley requirements
- Oversee day-to-day function of the corporate accounting team, answering questions as they arise and identifying opportunities for improvement
- Prepare and review periodic SEC filings, ensuring compliance with GAAP and SEC requirements
- Support tax filings
- Create and maintain process documentation related to accounting policies and procedures

### **Who you are:**

- Bachelor's degree from an Accounting or related field preferred
- Minimum of 4 years of relevant work experience
- Preferred demonstrated experience with audit industry documentation standards - preparation of workpapers, narratives, walkthroughs and control testing
- 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 MRI and Nexus a plus

### **Why Agree Realty?**

Agree Realty Corporation (NYSE: ADC) is a high-growth Real Estate Investment Trust based in Royal Oak, MI. We are primarily engaged in the acquisition and development of properties net leased to industry-leading, omni-channel retail tenants. As of March 31, 2024, the Company owned and operated a portfolio of 2,161 properties, located in 49 states and containing approximately 45 million square feet of gross leasable area.

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

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- Simple IRA retirement plan with 3% company match
- 3 company-provided lunches per week
- Onsite fully equipped gym and locker rooms
- Opportunity to volunteer at a charity of your choosing with our Agree Gives Back program

Our team feels at home working in our brand new, modern office building furnished with a generously stocked café, state-of-the-art auditorium, coffee bar, 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/appbXXJWXpn1Jrsl8/shr1p8mNYNEZTx1U1>

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.*