

Project Accountant

Tucson, Arizona



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The Project Accountant is responsible for the day-to-day accounting and strategic financial planning for a portfolio of large, mixed-use properties that could include any or all of retail, restaurants, office, industrial, entertainment, multi-family, and single-family residential product types.

As a key member of our Accounting team, you will be responsible for each project's financial aspects: from the front-line debits and credits to building a strategic financial plan. You will work within the Accounting Team and in conjunction with each of the other teams.

About Bourn Companies:

For over 35 years, Bourn Companies has transformed communities through more than 6 million square feet of projects across the Southwest. Our portfolio of thoughtful, integrated developments brings together residential, office, retail, hospitality, and entertainment into unique environments that define community, inspire connection, and elevate lifestyle.

Building on this foundation, the Company is expanding into business operations that enhance the communities we create, including restaurants, health and wellness, and other lifestyle-focused initiatives. This evolution broadens our development platform and creates exciting opportunities to design, deliver, and integrate projects that span multiple industries.

Our culture is entrepreneurial, innovative, and collaborative – with every team member playing a critical role in shaping projects that make a lasting impact.

Accounting Team: This team significantly contributes to each project's success by providing concrete data and facts to make informed decisions---the cornerstone of our business. We not only have a standardized accounting process and reporting but a project pro forma system that captures critical information to drive the planning and development of our projects and the development of customized analytics to evaluate and understand unique challenges and opportunities. This team captures the nuanced valuation and costs of each option and iteration to drive value creation.

What we are looking for

The ideal candidate is consistently successful in competitive and challenging environments.

- **Skills:**

- Deep accounting skills to produce financial and ancillary reports
- Written and oral communication skills to effectively communicate with a sophisticated audience
- Organizational skills to efficiently prioritize activities
- Financial skills to both produce and review sophisticated spreadsheets and reports
- Management skills to organize and lead teams
- Relationship skills to cultivate healthy and long-lasting relationships

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- **Characteristics:**

- Desire and ability to quickly learn, retain and apply detailed information
- Ability to prioritize and manage priorities within an environment of frequent changes
- Drive to be highly successful with a work ethic to match
- Uncompromising integrity and ability to gain trust
- Attention to detail with an appreciation for precision
- Open-minded to the possibility of what is possible

Qualifications

- Bachelor's degree in accounting
- 2 to 5 years' experience in financial accounting
- Financial skills to both produce and review sophisticated spreadsheets and reports
- Experience with understanding and interpreting legal documents is preferred
- Not required, but helpful to have experience with Sage 300 CRE, Kardin, TimberScan

How you'll spend your time here: This position requires you to be highly organized and structured, yet with an ability to react to ever-changing conditions that inevitably occur. Some essential aspects of your role include:

- **Accounting Excellence:** A record of excellence in accounting. A background in real estate accounting is helpful but not necessary. Deep accounting understanding and the ability to master the fundamentals frees you to perform the work's critical high-level functions.
- **Financial Analysis:** Quickly and efficiently navigate and develop excel spreadsheets using such features as pivot tables, lookup and reference, dynamic array, and financial functions.
- **Reporting:** You will prepare comprehensive financial and project reports for our executive team and capital partners. These reports outline our progress in meeting our strategic plans, including operational summaries, variance reports, and current cash flow forecasts.
- **Tax Preparation:** You will work with our tax accountants to provide relevant information to develop tax minimization strategies and tax returns.
- **Legal Compliance:** Develop a deep understanding of legal documents and contracts, as you will be reviewing and adhering to leases, management agreements, operating agreements, listing agreements, vendor contracts, loan documents, and construction contracts.
- **Depth of Role:** Motivation to be hands-on -- from day-to-day accounting to the executive level activities involved in the financial management of large, sophisticated projects.

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- **Business & Industry Expertise:** Have the capacity and energy to deeply understand, if not master, several areas of a multi-functional business such as marketing and leasing, design, entitlement and construction, capital structures, acquisitions and dispositions, and legal.

Our competitive salary and benefits package reflect our dedication to supporting and rewarding our team members fully. Our company is an Equal Opportunity Employer, committed to fostering an inclusive and supportive workplace for all. Ready to take the next step? Send your cover letter and resume to:

careers@bourncompanies.com

www.bourncompanies.com