



Iconergy Job Description:

Senior Accountant / Accountant

Location: Denver, Colorado

About Iconergy

Iconergy is a growing performance contracting and design-build engineering firm headquartered in Denver, Colorado. We are a team of experienced energy engineering and design-build professionals who came together to enhance the effectiveness and efficiency of the built environment. Iconergy's team maintains a diverse portfolio of large and small projects that build long term relationships with our customers. We have an immediate opening for a Sr. Accountant to join our accounting team. This is an excellent opportunity for accounting professionals who have a desire to grow and have high attention to detail.

Position Summary:

Essential Functions of The Position Include:

- Daily Cash Management – cash flow analysis
- Facilitate, review and process bi-weekly payroll
- Prepare and distribute bi-weekly commission reports
- Fund the 401(k) plan, prepare annual census and review and submit Form 5500
- Develop annual budget and report variance analysis
- Clearly communicate monthly, quarterly, and annual financial statements; monitor progress and changes and keep senior leadership abreast of financial status
- Provide project profitability and other accounting reports to managers
- Oversee and assist in monthly invoicing
- Review aged accounts receivables and accounts payables
- Supervise staff bookkeeper
- Collaborate with and report to Financial Director
- Review and contribute to a documented system of accounting policies, procedures and internal controls
- Coordinate and prepare for annual Worker's Compensation Audit
- Coordinate and provide year-end financials for annual Financial review
- Coordinate and provide financials to tax CPA firm
- Work directly with senior management and project managers
- Administrator for company's financial software - Deltek Vision – including setting up or overseeing the addition of new users, projects, and other essential accounting and operational functions
- For advanced and Senior Accounting candidates:
 - Consistently analyze financial data and present financial reports in an accurate and timely manner.
 - Maintain internal control and safeguards for receipt of revenue, costs, and budgets and actual expenditures.

The successful candidate's background will look something like this:

- Bachelor's in Accounting (required)
- Strong technical skills in project cost accounting. Construction accounting is a plus.
- Strong analytical skills
- CPA designation (past or current) will be considered a plus
- Strong leadership and managerial skills to facilitate teamwork and collaboration
- Pass NCIC background check (required)
- Pass an initial drug test and subsequent random drug tests (required)

We value teammates who are committed to the Iconergy team and adaptable to potential shifts in the specifics of their role. Our positions are similar to those at other growing firms: they are functions of the marketplace and, therefore, dynamic.

- You will be a strong self-starter, motivated to learn new systems, methods, and accounting topics.
- You will have detailed accounting systems experience and be comfortable learning new systems and giving recommendations on using them more effectively.
- You will also have experience with specific tools like Excel (advanced skills a plus), MS Outlook, and Deltek or comparable accounting systems.
- Strong written, verbal, and interpersonal communications skills including ability to listen attentively and to communicate information clearly and effectively
- Demonstrated ability to work well with cross-functional groups
- Demonstrated interpersonal, collaborative, and relationship-building skills; ability to interact positively with teammates at all levels across the company
- Approachable and open
- Strong analytical skills with the ability to seek out underlying assumptions through probing, questioning, and listening
- Demonstrated ability to present and document work according to standards required. Highly organized with demonstrated exactness in attention-to-detail
- Demonstrated time management skills and ability to work independently, manage multiple projects and priorities in a fast-paced, evolving work environment, and meet deadlines; self-starter with high degree of initiative, urgency, and follow through
- Ability and willingness to take responsibility for results and to see obstacles as challenges
- Demonstrated reliability, positive attitude, and enthusiasm.

Benefits

Employment benefits at Iconergy include an RTD pass, monthly gym membership stipend, 401K, health/vision/dental insurance, paid time off, short- and long-term disability, and performance incentives, among others.

To Apply

Please send an email to careers@iconergyCO.com with the position title as the subject line and include the following documents:

Resume and Cover Letter – Help us understand why you are the right fit for our team. Tell a story, highlight your most applicable skills, do whatever you think will capture the essence of what you will bring to the table.

Iconergy is an equal opportunity employer, and we value diversity. We encourage applications from all demographics and especially those that are traditionally underrepresented in engineering and construction.