



Project Accountant

Location: Boulder or Denver, Colorado (hybrid schedule an option)

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 Project Accountant to join our accounting team. This is an excellent opportunity for those accounting professionals who have a desire to grow and have high attention to detail.

Position Summary:

The successful candidate will work to ensure accuracy and compliance of reported financial information. Essential Functions of The Position Include:

- Accounts payable functions
- Accounts receivable functions
- Bank reconciliations
- Project set-ups in accounting system
- Research and organize financial information for project teams, responding timely with accurate and complete data
- Monthly sales tax returns
- Maintain w-9 files and certificate of insurance files
- Process 1099's annually
- Reconcile and analyze general ledger accounts and prepare journal entries
- Maintain organized financial records, electronically and manually
- Assist in preparations for annual audit

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

- Bachelor's degree or prior experience in bookkeeping or accounting assistant role
- Expert skills in MS Excel, Word, Outlook, and preferably MS Project (required)
- Strong understanding of accounting, preferably in the construction or engineering industry
- 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. (required)
- 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
- Strong analytical skills with the ability to seek out underlying assumptions through probing, questioning, and listening
- Pass NCIC background check (required)
- Pass an initial drug test and subsequent random drug tests (required)

Benefits

- Health, Vision, And Dental Insurance Plans
- FSA and HSA medical options
- Company Paid Short-And Long-Term Disability
- Paid Time Off (Personal and Holidays)
- 401k With Company Match (ESG options available)
- License/Certification Reimbursements
- Employee Wellness Reimbursements
- Cell Phone Stipend
- Performance Incentives
- Company Fleet for business travel
- RTD EcoPass

[To apply please visit click here.](#)

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.