



Assistant Controller

Assistant Controller will prepare and review quarterly financial statements and footnote disclosures for assigned entities (typically 10-15 entities). Additionally, will be responsible for ad hoc management reporting requests, monthly management fee analysis, cash flow analysis, and audit assistance. Assistant Controller will supervise and review the work of accountants and senior accountants and ensure that the team meets specified deadlines. Assistant Controller will prepare the more challenging fund requests such as distribution analysis, override/promote analysis, implementation of new accounting guidance, and lender reporting.

Daily responsibilities include supervision of fund accountants in daily general ledger postings including cash funding to investments, cash distributions from investments, currency purchases/exchanges, swap settlements, debt payments, fund expenses, and investor distributions. Quarterly activities include valuation analysis, mark to market of investments and foreign currency positions, interest accruals on debt investments, and P&L forecasting.

Required Skills:

5 - 6 years accounting experience. Big 4 preferred, CPA. Candidate should have a strong knowledge of partnership accounting and equity accounting for investments. Previous experience should include financial statement preparation, account analysis, and management reporting. Candidate should have demonstrated the ability to train, supervise, and review the work of less experienced staff. Candidate should be deadline oriented and have strong organization and communication skills.