



AW SERVICES

ACCOUNTING MANAGER

AW Services, an established charter school management company located in Kaysville, Utah, provides charter schools with comprehensive and targeted management services. We ensure a professionally managed school that meets the requirements of the schools' contracts, local ordinances and state and federal laws.

Get to Know the Team and Our Culture:

Our culture and performance are centered around our values and guiding principles, which are:

- **Values** – What we use to guide our internal actions, interactions, and decision making at our company.
 - o Integrity & Accountability:
 - We trust and are trustworthy. We are honest and ethical. We are transparent. We own our work.
 - o Quality Relationships:
 - We communicate and collaborate in order to create open, transparent, effective working relationships. We support and encourage each other. We build friendships and have fun together. We integrate new people. We relate with empathy and recognize people's humanity.
 - o Continuous Improvement:
 - We engage in and support ongoing personal & professional learning, growth & development. We work together to continuously improve our processes & capabilities to adapt to changing needs.
- **Principles** – What we use to guide our external, client-focused interactions, and decision making.
 - o Integrity, Ownership and Commitment:
 - We build trust by operating legally, ethically, and honestly. We take full responsibility and ownership for our work. We provide a stable, reliable foundation for our clients.
 - o Sound Relationships:
 - We communicate respectfully and transparently with clients. We collaborate with our clients in order to make their jobs easier and allow them to accomplish their missions. We operate with respect and empathy for our clients.
 - o Quality and Efficiency:
 - We strive to meet or exceed our clients' expectations by providing high quality services in the most efficient manner we can.

What You Need to Be Considered:

Completed Bachelor's degree in Accounting or Finance with a minimum of three years relevant work experience. CPA preferred. Qualified candidates should have experience with accounting systems with preference given for Intacct software experience and proficiency using Microsoft applications. Excellent communication, collaboration, and trust-building skills along with a strong sense of ethics and integrity.



What you Will Get To Do:

- The Accounting Manager serves as the accounting subject matter expert and will collaborate and communicate effectively with Academics West staff, school board members, school administrators, and school staff to ensure that accounting needs are met.
- Ensure operational excellence and alignment with our organizational values and guiding principles.
- Operate as an accounting team player, identifying strategies and methods to support our schools.
- Ensure accurate and timely financial reports for board and administration presentations, financial audits, and meeting government reporting requirements.
- Prepare accurate monthly and fiscal year budgets for organizations ranging from \$3 to \$25 million.
- Assist in preparation of annual financial audits and non-profit tax informational returns (990s).
- Disseminate information to EMMA and bondholders as required by specific debt covenants.
- Collect and submit documentation for state and federal education grants.

Why You Will Love It Here!

- **Flexibility:**
 - Full-time
 - Business Casual Dress Code, including jeans
- **Compensation:**
 - Salary starts at \$95,000 - \$105,000, depending on experience and qualifications.
 - Mileage reimbursement when traveling between clients; phone stipend.
- **Your Future:**
 - 401k Program
 - Professional Development Reimbursement
- **Work/Life Balance:**
 - Flexible Paid Time Off
 - Paid Holidays
- **Your Well-being:**
 - Medical, Dental, Vision, Employee Assistance Program, Parental Leave, and supplemental benefits
 - We support and encourage health and wellness. We provide free, onsite gym access.
- **Diversity & Inclusion:**
 - Committed to Welcoming, Celebrating and Thriving on Diversity
- **Training:**
 - Hands-On, Team-Customized, etc.

Interested and qualified candidates should email a resume to: careers@academicawest.com.

AW Services is an Equal Opportunity Employer.

290 North Flint Street, Suite A; Kaysville, UT 84037
www.AcademicaWest.com