



DWIGHT CAPITAL

Associate Accountant

Dwight Capital is a leader in commercial real estate finance and is one of the largest FHA/HUD lenders in on multifamily and healthcare properties in the United States. Our range of services include commercial lending across a variety of platforms such as CLO, USDA, Bridge, Mezzanine, and Preferred-Equity for both stabilized and new-construction properties.

Dwight is seeking a team player who has a “no job too big or too small” attitude. A proactive thinker with a can-do mentality who is ambitious and intuitive will prove successful. Dwight is looking for an individual who takes pride in their work and flourishes in a fast-paced environment. Must have the ability to manage time wisely, follow up, and communicate status of projects. Our ideal candidate will take direction from the Executive Management team well, offer creative and prompt solutions to issues and provide meticulous attention to detail.

Role & Responsibilities

- Prepare and maintain accounting ledgers
- Manage accounts payable
- Monitor, document, and track vendor invoices
- Prepare and submit application fees
- Process monthly and quarterly billing
- Bank reconciliations
- Assist with external audit data collection
- Strong Excel skills
- Report directly to the Chief Financial Officer

Required Experience & Skill Sets

- Must be a go-getter and take initiative to solve problems
- Have/or working towards a degree in accounting
- Good GAAP and financial reporting skills
- Strong accounting skills and attention to detail
- Experience working with a team
- Strong communication skills with banking institutions, vendors, and internal staff
- Ability to prioritize tasks with strong time management skills
- Ability to troubleshoot issues independently
- Experience with Microsoft, Word, Excel, QuickBooks

Overview of Benefits

- 401(k) & profit-sharing programs
- Healthcare Plan including dental & vision, as well as HSA account options

- Floating holiday schedule (9 Days)
- Paid Time Off (PTO) commiserate with experience & tenure
- Transit & parking pre-tax plans with company subsidy where eligible
- Fully stocked kitchen (Kosher & Non-Kosher) as well as food delivery several times a week
- In-office services such as chiropractor, nail, & hair appointments on a monthly basis