



## Controller (Chestnut Hill, MA)

Chestnut Hill Realty, a leading residential property management company, is seeking an experienced Controller to join our collaborative team at our corporate office in Chestnut Hill. We are seeking a hands-on, detail-orientated individual to lead our accounting team and ensure the highest standards of financial integrity. Reporting to the CFO, you will lead the accounting department, ensuring robust internal controls and GAAP compliance while acting as a strategic partner in fostering financial transparency and operational efficiency across our real estate portfolio and corporate entities. There is already a fantastic, highly skilled team in place. Benefit from having an established team in place and step in as their leader!

### As the Controller, you will:

- Lead preparation, review, and distribution of monthly, quarterly, and annual financial statements.
- Implement and continuously improve accounting policies, procedures, and internal controls to ensure that all income and expenses are processed in a timely and accurate manner.
- Establish and maintain strong internal control environment to safeguard company assets.
- Lead or support system and process improvement initiatives within accounting.
- Lead, develop, and mentor the accounting team to ensure high performance and professional growth.
- Establish and oversee the structure of all corporate and property-level bank accounts in coordination with the Assistant Treasurer.
- Ensure compliance with all federal, state, and local regulations related to security deposits, trust accounts, and escrow requirements.
- Maintain oversight of internal controls related to cash disbursements, ACH transactions, and wire transfers.

### Are you the right person for the job?

- 12+ years of progressive accounting experience
- 5+ years of leadership experience managing an accounting staff
- Multifamily or real estate accounting experience required
- Bachelor's degree in accounting, finance, or related field required
- CPA or advanced degree strongly preferred
- Proficiency in accounting software (Yardi strongly preferred)
- Proficiency in Microsoft Office Suite including Word, Excel & Outlook
- Strong written and verbal communication skills
- Positive attitude, strong work ethic and ability to lead and motivate others

### Some of the benefits to you:

- Excellent benefits package including: medical, dental, vision, 401(k), vacation, your birthday off etc.
- Chestnut Hill Realty apartment discount
- Hybrid work model
- Strong promote-from-within company culture
- Positive work environment

*The salary range for this role is \$140,000-190,000 annually and is dependent on factors such as relevant experience, skills, qualifications, and geographic location. Along with competitive pay, we're proud to offer great benefits and ongoing opportunities for learning and growth.*

*All job offers contingent upon satisfactory background check.*



**Chestnut Hill Realty**

*Managing People's Apartment Homes with Pride*