



GREENBERG GIBBONS

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Hiring For: Controller, Property Accounting

GREENBERG GIBBONS (GG) is seeking a Controller, Property Accounting to work from its Canton office as a leader within the company's Accounting Department. Reporting to the Director, Property Accounting, this role will oversee accounting for an assigned portfolio and provide day-to-day leadership for up to three direct reports: one Senior Accountant, Development, and two Senior Accountants, Property. The Controller will ensure timely, accurate execution across property and development accounting, accounts payable coding, cash management, tax and audit support, investor reporting, and related procedures. This role is also expected to strengthen documentation and internal controls, coach and develop direct reports, and partner effectively with Asset Management, Development, Lease Administration, Portfolio Management, lenders, investors, auditors, tax advisors, and other stakeholders. The ideal candidate will have 8-10 years of relevant real estate accounting experience, strong technical accounting and reporting skills, and demonstrated experience supervising and developing accounting staff.

About Greenberg Gibbons

Celebrating 58 years of success, Greenberg Gibbons is one of the East Coast's premier developers, investors, owners, and operators of mixed-use, retail, commercial, and residential properties. The firm's rapidly expanding portfolio includes more than 6.7+ million square feet and \$1.6+ billion in assets, with another 3M+ square feet and \$1B in the development pipeline. Its innovative ground-up development and revitalization projects create engaging destinations and inspiring experiences, while making a positive ripple effect in the communities they serve. Headquartered in Baltimore, Greenberg Gibbons has more than 55 projects across eight states. For more information, visit www.ggcommercial.com.

Desired skills and experience include:

- BS/BA degree in Accounting or Finance required; CPA or relevant professional designation preferred.
- Public accounting experience preferred.
- 8-10 years of demonstrated accounting experience required, with a concentration in real estate; retail commercial real estate experience preferred.
- Strong knowledge of GAAP accounting, financial reporting, and internal controls; knowledge of income tax basis and cash basis accounting a plus.
- Experience with property management accounting software, specifically Yardi.
- Experience with investor reporting preferred; experience with Juniper Square or similar platform a plus.
- Demonstrated experience supervising, coaching, training, and developing accounting staff required.
- Excellent analytical, problem-solving, communication, coaching, change management, and process-improvement skills, with the ability to explain the "why," align team members around priorities, strengthen internal controls, and drive consistent execution.
- The ability to develop, enhance and maintain strong processes and internal controls.

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Key Responsibilities will include, but are not limited to:

- **Accounting, Reporting and Process Execution:**
 - Manage accounting for assigned property, development, and related fund entities, ensuring timely monthly closes, accurate financial reporting, equity and debt draws, regulatory compliance, clear deadline ownership, and consistent application of accounting practices.
 - Coordinate budget and forecasting efforts with Asset Management and Development teams.
 - Support acquisition and disposition onboarding/offboarding for assigned assets in coordination with the Director, Portfolio Management, and Acquisitions teams.
 - Identify opportunities for process improvement, automation, documentation, and cross-training within the assigned portfolio and team.
 - Manage multiple ledgers for entities under management, including accrual, tax, and audit.
- **Accounts Payable and Coding Oversight:**
 - Oversee property expense and development job coding practices for the assigned portfolio, ensuring expectations are clearly understood, consistently applied, and effectively managed by direct reports.
 - Identify recurring accounts payable coding or process issues, escalate as appropriate, and work with the Director, Accounts Payable, and team members to document and communicate process changes that prevent repeat issues.
- **Lease Administration Coordination:**
 - Coordinate with the Lease Administration team to support timely billings, accurate expense reconciliations, reliable lease data, and clear communication of key or unusual lease terms impacting the assigned portfolio.
 - Review lease-related accounting impacts and ensure direct reports understand both the process requirements and business rationale.
- **Cash Management:**
 - Monitor and manage cash flow, cash accounts, and wire transfers for assigned properties and related entities, ensuring capital and debt funds are requested timely and cash is available for approved distributions.
 - Ensure equity and debt draw requests are prepared, reviewed, approved, and communicated timely with lenders and equity partners.
- **Tax Compliance:**
 - Ensure tax books are properly maintained and entries are recorded on a timely basis for assigned property and fund entities. Entries include, but are not limited to, depreciation, amortization, placing assets in-service, and reclassifications required for tax purposes.
 - Support investor non-resident withholding calculations, accounting, and reporting.
 - Coordinate tax projections, tax return preparation and review, estimated payments, and other tax-related activities with third-party tax firms and the Director.
 - Coordinate roll-up and reporting of fall tax projections for assigned property and fund investors.
- **Audit and Compliance:**
 - Serve as the day-to-day liaison with external auditors for assigned portfolio audits, as applicable, and facilitate audit support with direct reports and the Director.
 - Maintain strong internal controls, current procedure documentation, consistent practices, and appropriate cross-training across assigned accounting functions.
- **Management and Investor Entity Accounting and Reporting:**
 - Manage investor and ownership entity accounting activities for assigned portfolio, including recording transactions, reconciliations, and financial reporting for related GG-managed entities.
 - Prepare and/or review fund/owner distribution calculations and capital calls.
 - Ensure financial reports are reviewed and distributed timely and accurately to management, investors/owners, and lenders.
 - Communicate financial insights, business drivers, operational issues, and decision-making implications to internal and external stakeholders, with recommendations that support sound business decisions.

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- **Team Leadership and Development:**
 - Lead, coach, and hold accountable up to three direct reports, including one Senior Accountant, Development, and two Senior Accountants, Property.
 - Provide daily supervision, work product review, clear expectations, timely feedback, training, cross-training, and stretch opportunities that build technical capability, judgment, accountability, and business partnership skills.
 - Manage offshore accounting team members effectively, including providing direction, reviewing work product, and ensuring alignment with GG accounting standards and deadlines.
- **Business Partnership:**
 - Build strong relationships with internal and external business partners by delivering timely, accurate, well-explained information and bringing a service-oriented, solutions-focused mindset to each interaction.
 - Collaborate to resolve challenges, support cross-team processes and initiatives, represent Accounting in stakeholder meetings as appropriate, and share learnings with other Accounting team members.

Qualified candidates may send a cover letter, resume, and salary requirements in MS Word or PDF format to: Sally Hebner, CFO, at shebner@ggcommercial.com. Only selected candidates will be contacted for an interview.

Why You'll Love GG!

At GG, we believe work should be rewarding and fun. Here's what you can look forward to:

- We work hard and celebrate wins together
- Competitive pay and benefits
- Company events and perks throughout the year
- A culture rooted in community, giving back, and making a difference
- A fresh new office right off I-95, surrounded by shops, eats, and more

Ready to join a team that gets things done and has fun doing it? Apply today!

