

Job Title: Senior Accountant

Rodriguez Construction Group is looking for a Senior Accountant to help us continue growing. The Senior Accountant will play a key role in managing the financial operations of construction projects and supporting the overall accounting function at Rodriguez Construction Group. This role requires hands-on experience with construction accounting, including job costing, work-in-progress (WIP) reporting, percentage-of-completion accounting, and SG&A allocation. The ideal candidate is detail-oriented, deadline-driven, and comfortable working closely with project management and operations teams. This position will also support multi-entity accounting, sales and use tax compliance, and the ongoing implementation and optimization of Sage Intacct.

This position will be fully in-office. The ideal candidate is eager to learn, thrives in a fast-paced environment, and demonstrates excellent communication and teamwork skills. We are seeking a self-starter who can work independently and be an effective team member. If you're a hard-working professional, Rodriguez Construction Group is an ideal place to grow your career.

Job Responsibilities

As a Senior Accountant, the following responsibilities are intended to describe the general nature and scope of work being performed in this position.

Job Qualifications/Skills:

Project & Construction Accounting

- Maintain accurate job cost accounting for labor, materials, subcontractors, equipment, and overhead
- Prepare and analyze Work-in-Progress (WIP) schedules and job profitability reports
- Perform percentage-of-completion revenue recognition and cost forecasting
- Review contract values, change orders, billings, and retainage
- Collaborate with project managers to monitor budgets, cost overruns, and project margins

Multi-Entity & Operational Accounting

- Manage accounting for multiple related entities, including general contracting, self-perform work, trucking, dumpster, and site services
- Oversee and maintain accurate **SG&A allocations** across companies and projects
- Track and reconcile **intercompany transactions** and internal service charges
- Support entity-level and consolidated financial reporting

Sales & Use Tax Compliance

- Manage **sales and use tax compliance** across multiple companies and project types
- Ensure proper tax treatment of materials, services, rentals, and subcontractor costs
- Prepare and review sales tax filings and support audits or inquiries
- Partner with project teams to identify taxable vs. non-taxable activities by jurisdiction

General Ledger & Month-End Close

- Prepare and review journal entries, account reconciliations, and supporting schedules
- Support monthly, quarterly, and year-end close processes
- Ensure accurate recording of accruals, prepaid expenses, and fixed assets
- Maintain compliance with GAAP and company accounting policies

Systems, Process Improvement & Collaboration

- Support the **implementation, configuration, and ongoing optimization of Sage Intacct**
- Maintain accounting operations in QuickBooks Desktop during the transition period, as needed
- Improve financial integration and reporting between **Procore and Sage Intacct**
- Identify opportunities to improve accounting processes, reporting accuracy, and efficiency
- Mentor junior accounting staff and serve as a technical resource for construction accounting
- Work cross-functionally with operations, project management, and leadership teams



Education and Experience Requirements:

- Bachelor's degree in accounting or finance
- 5+ years of accounting experience, with at least 3 years in construction or job-cost accounting
- Strong knowledge of WIP schedules and percentage-of-completion accounting
- Experience working in a multi-entity construction environment
- Strong understanding of SG&A allocation and intercompany accounting
- Working knowledge of construction-related sales and use tax
- Proficiency in accounting systems and advanced Excel skills
- Ability to learn new systems quickly and support accounting process improvements

Preferred

- Experience using Sage Intacct, particularly in a construction environment
- Participation in an ERP implementation or system conversion
- Experience with Procore and construction financial workflows
- Background supporting self-perform construction operations
- Experience in organizations with internal service divisions (equipment, trucking, site services)

Why This Role

This is a hands-on, senior-level role for a construction accountant who enjoys being involved in the day-to-day operations of active projects, improving systems, and helping build scalable accounting processes in a growing construction organization.

Physical Requirements

The physical demands are representative of those that an employee must meet to perform the essential functions of this job successfully. Reasonable accommodation may be provided to enable individuals with disabilities to perform essential functions.

- Able to lift and move up to 15 pounds regularly
- Regularly required to speak clearly and hear the spoken word as well
- Regularly required to read and write clearly in the English language

Contact: Please send a copy of your Resume/Portfolio to: Bianca Rodriguez | BR@Rodriguez-cg.com