

Job Title: Senior Accountant

Location: Baton Rouge, LA

Reports To: Business Manager

Position Summary

We are seeking a detail-oriented **Senior Accountant** to handle day-to-day accounting operations and deliver accurate financial reporting for Centurion Construction Management, LLC and Centurion Maintenance, LLC.

Key Responsibilities

- Process and record accounts payable and accounts receivable transactions and payroll allocations
- Prepare monthly financial statements and lead month-end close processes
- Maintain the general ledger and perform account reconciliations
- Manage job cost accounting and ensure proper cost coding to projects
- Prepare and maintain Work-in-Progress (WIP) schedules
- Monitor project budgets and analyze cost variances
- Coordinate with external CPA firm for financial reviews and tax preparation

Qualifications

- Bachelor's degree in Accounting, Finance, or a related field
- 4–7 years of accounting experience, preferably within the construction industry
- Experience with job costing and/or project accounting
- Proficiency with accounting software such as **Sage 300 CRE** or **QuickBooks**, and strong skills in **Microsoft Excel**
- Strong working knowledge of **construction Work-in-Progress (WIP) reporting** and **percentage-of-completion accounting methods**
- Experience with accounting systems that integrate with project management and job costing platforms (e.g., **Sage, QuickBooks, Procore, Viewpoint, BuildOps, or similar systems**)
- Strong analytical, organizational, and communication skills

Benefits

- Competitive salary based on experience
- Health, dental, LTD and vision insurance
- 401(k) with company match
- Paid time off and holidays
- Opportunities for professional growth and development
- Discretionary Bonus opportunity