



Investment Accountant
City of Austin Employees' Retirement System
Austin, Texas
Apply by email - recruiting@coaers.org

Under the supervision of the Chief Financial Officer, this full-time position works closely with the investment team to maintain the accounting and fiscal operations of the investment portfolio. This position performs custodial banking tasks, reconciliations, tax reclamations, portfolio value monitoring, investment accounting, and prepares financial reports.

Salary

The starting salary range will be \$90,000 to \$116,000 annually with the actual salary corresponding to the experience level and other credentials of the candidate.

Benefits

An excellent benefits package is available, including immediate participation in the City of Austin Employees' Retirement System. Employer subsidized comprehensive medical insurance also available immediately. Dental, vision, and other benefits available. Paid on the job training provided.

Vacation/Sick Leave

Paid sick and vacation leave immediately accrue at 4 hours per pay period.

Work Location

Initial training period requires onsite work at 4700 Mueller in Austin Texas Monday through Friday 8AM to 5PM. Paid onsite parking is provided. Post training, work is hybrid with three days working at 4700 Mueller in Austin Texas and two days remote. Work location is subject to change.

Minimum Skill/Ability/Knowledge

The successful candidate will possess knowledge in the following areas: Strong understanding of GAAP and investment accounting principles; familiarity with private investment transactions and related accounting practices; and experience in custodial banking.

Minimum Experience and Education

Bachelor's degree from an accredited college or university with major course work in Accounting, Finance, or a related field plus two years related experience.

How to Apply

Those who are interested should submit a resume, and cover letter if desired, by email to recruiting@coaers.org. The subject line should read Investment Accountant - [First Name Last Name].

The recruitment will remain open until the position is filled. COAERS does not discriminate in employment opportunities or practices on the basis of any characteristic protected by federal law.