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apexcleanenergy.com

Project Accountant

About Apex

Founded in 2009, Apex Clean Energy is an independent renewable energy company focused on bringing utility-scale generation facilities to market, from site origination and financing to turnkey construction and long-term asset management. With a team of over 200 professionals and the nation's largest wind energy project portfolio, Apex is a leader in the transition to a clean energy future. For more information, visit www.apexcleanenergy.com.

Apex strives to excel in every phase of project realization. Our mission-driven team seeks determined, resolute individuals who strive to innovate and go above the call of duty, and who will relentlessly do their part to help accelerate the shift to America's clean energy future.



Interested in helping lead the transition to a clean energy future?

Role Overview

Apex Clean Energy is seeking a Project Accountant to support all aspects of project cost accounting and financial reporting for Apex's utility-scale renewable energy projects. This role will focus on cost accounting for projects in the development phase, monitoring the costs as they accumulate for the various projects, preparing financial statements for project entities, assisting our development department to help forecast spends associated with project entities, and assisting with corporate level activities and internal controls.

This position is central to our projects and critical to tackling challenging and complex accounting and business tasks, providing fiscally responsible accounting practices for each of our project entities. Reporting to our Senior Project Accountant, this role will be joining an innovative and nimble accounting team and be immersed in the full life-cycle development process of utility-scale wind and solar projects. Working to manage all the project level financial statements within the development process, you'll act as the accounting connection between internal teams and stakeholders; from the met tower installation to environmental permitting to the interconnection phase to power marketing.

Our ideal candidate is coachable and ready to learn the ins and outs of fiscally responsible project accounting processes and methods, project financials, financial statements, and financial reports. Our

ideal candidate is also excited about the potential of operating independently upon demonstrating measurable results and the ability to enhance the work. This is an exciting opportunity to elevate Apex's brand as a leader within the industry, amplify project efforts, and help advance projects from early days to realization.

The right candidate will be a hands-on, hard-working team player who can jump in and support projects from a variety of angles. The Project Accountant position requires equally excellent communication and technical skills as well as the ability to work well under pressure, multitask, and be flexible about shifting priorities. A passion for renewable energy is a must.



Hours: Full Time



Department: Accounting



Travel: up to 5%

Primary Responsibilities

- Act as the Project Accountant for one or more wind and/or solar projects
- Lead the project accounting practices to support the interface between FP&A, Accounting, and Commercial Management
- Set up project cost and financial reports, supporting the Commercial Manager and aligning with Finance & Accounting
- Preparing construction loan draws
- Preparing project level financial statements
- Reviewing project coding
- Assisting in the consolidation and combination of corporate financials
- Account reconciliation
- Budgeting
- Assisting in indirect taxes – not income taxes
- Develop client Schedule of Values & Payment Applications
- Support project audits
- Analyze and report accounts receivable status and collection, lead resolution working with A/P
- Ensure billing and reporting requirements are met by deadlines.
- Audit, review, and track payment applications and billings
- Analyze and review actual costs and other project accounting transactions to support monthly project forecasts and reporting
- Review actuals – labor and costs, ensure proper understanding and allocation
- Job cost review and reclassification
- Drive improvement of project accounting and project cost tools and trackers
- Administer sales tax processes pertinent to assigned projects
- Analyze and confirm progress and goods/services received
- Review vendor and subcontractor invoices, match with commitments, check for accuracy, and code accordingly
- Compile monthly and annual accruals, as required
- Compile project cash flows with a focus on the net cash position
- Project and calculate revenue & margin, with supporting basis for revenue recognition
- Support systems implementations and data integrity

Success Profile

To succeed as a Project Accountant at Apex Clean Energy, you'll need to excel within the following criteria:

- Internship and/or 1-2 years in project accounting related role preferred
- Bachelor's degree in accounting
- Proficient in Microsoft Office Suite, specifically a strong working knowledge of Excel
- Working knowledge of GAAP and cost accounting
- Experience in Microsoft Dynamics SL preferred
- Outstanding organizational and project management skills, attention to detail, and ability to meet simultaneous deadlines
- Exceptional written and verbal communication skills
- Proven ability to take initiative, be responsible for outcomes, and follow through
- Creative, outside-the-box thinking and willingness to operate in a nimble, flexible environment
- Proven ability to work both collaboratively and independently
- Work from our headquarters in Charlottesville, VA (post-COVID)

“Apex is committed to seeking out the best candidates in the industry...a mentality of contributing to the success of the team and the success of the mission, and that transfers over to many aspects of our work, including operations, technology, construction, and development.”

– Mark Goodwin, President and CEO

What Apex Can Offer You

- A mission-driven, energetic environment
- Collaborative and driven professional workforce committed to supporting your ideas and feedback and accelerating your potential
- Ongoing support and guidance such as on-the-job learning, hands-on experience, and mentorship
- Training, strategies, and tools to support your personal and professional growth
- Team atmosphere of diverse professionals committed to making an impact as an organization
- Opportunities to volunteer and give back to our local communities
- Exceptional benefits such as medical and dental; 401(k) with corporate match
- Base and bonus commensurate with experience
- Responsible Paid Time Off plus standard company holidays
- Benefits Offered: comprehensive high-deductible health plans, dental and vision insurance plans, short-term and long-term disability, group life insurance, 401(k) corporate matching, flexible spending arrangements, company paid parking and cell phone, fitness and wellness corporate discounts

Apex Clean Energy, Inc. is an Equal Opportunity Employer that recruits and hires qualified candidates without regard to race, color, religion, sex, sexual orientation, gender identity, age, national origin, ancestry, citizenship, disability, or veteran status.

Not ready to apply? Keep in touch for future opportunities by subscribing to our [HR Newsletter](#).

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