



POSITION: Senior Accountant
LOCATION: Birmingham, Alabama

BACKGROUND:

Eventive Sports Properties, LLC is a Birmingham, Alabama-based sports marketing and event management company formed in 1996 by Ronald Bruno and Gene Hallman. We are experienced in all facets of event management, employing a year-round staff of 60+ employees in 4 offices in the United States and one international office. Working with our affiliated companies and divisions, Eventive Sports services each client with expertise in all aspects of event management, marketing, and operations. We maintain a steadfast commitment to excellence utilizing vast experience, strong work ethic, and attention to detail.

You can find additional company information as well as event-specific information on our website.

POSITION SUMMARY:

The Senior Accountant will play an integral role in the Eventive Sports Finance Department. The Senior Accountant will be responsible for the daily accounting for all Eventive Sports' legal entities as well as documenting and maintaining controls and accounting procedures. This position is a full-time salaried position that will report to the Executive Vice President - Finance and operate in a professional office environment in Birmingham, Alabama.

PRIMARY RESPONSIBILITIES:

- Perform month end close procedures – preparing and recording multiple manual and recurring journal entries
- Prepare and maintain account reconciliations, research outstanding issues, and propose corrections
- Prepare and post journal entries as needed
- Reconcile financial discrepancies by collecting and analyzing account information
- Take ownership of accounts payable and accounts receivable recordkeeping and processing for certain legal entities
- Work with event directors to reconcile event budgets each year including reconciling Salesforce and ticket reports
- Prepare and file monthly sales and alcohol tax returns
- Observe and test count annual inventory for the Company's catering entity
- Assist in establishing, implementing, maintaining, and monitoring accounting control procedures and accounting policies
- Manage all credit card processing, procedures, PCI Compliance, gateways, merchant accounts, chargebacks, and physical credit card terminals for onsite events
- Order, manage, and reconcile all cash onsite at Birmingham events (Children's of AL Indy Grand Prix, Regions Tradition, etc.)
- Manage the onsite finance office at Birmingham events (Children's of AL Indy Grand Prix, Regions Tradition, etc.)
- Prepare and maintain annual property, plant, and equipment additions/disposals schedules as well as annual depreciation schedule
- Review and file annual personal property returns
- Prepare and file annual privilege tax returns
- Review payables and prepare and issue 1099 NEC tax forms for all legal entities
- Manage and maintain annual business licenses and annual Foreign LLC filings
- Prepare and provide deliverables for financial audits, annual 990 filings, and TOUR disclosures
- Other administrative tasks as assigned



QUALIFICATIONS & EXPERIENCE:

- Bachelor's degree in Accounting or Finance required
- CPA preferred
- Strong understanding of GAAP
- Two (2) years experience in corporate or public accounting
- Proficiency with Microsoft Office Suite (Word, Excel, Outlook, etc.)
- Ability to multi-task in a fast-paced team environment
- Self-motivated team player with the ability to work independently
- Ability to meet stringent deadlines and work under pressure
- Ability to be on your feet for extended periods of time
- Ability to work long and strenuous hours (40 – 80+ hour work week during events)
- Knowledge/interest in sports is an advantage, but not required

SALARY & BENEFITS:

Salary pay will be commensurate with overall qualifications and experience. Eventive Sports benefits include: Medical, Dental, Vision & Disability Insurance, 401(k) with match after one year of service, Paid Holidays and Paid Vacation.

RESUME SUBMISSION:

Please send resumes to jobs@eventivesports.com and note "Eventive – Sr. Accountant" in subject line. We appreciate your interest and will contact only those who will be invited for an interview.