

POSITION/TITLE: SENIOR FUND ACCOUNTANT

POSITION SUMMARY:

This position will report to the Controller and indirectly to the Chief Financial Officer and is a key support position of the finance team at TriLinc Global. Together with the Controller, the Senior Fund Accountant will be responsible for accurately maintaining the daily financial records of TriLinc Global Impact Fund and other private funds, the Senior Fund Accountant will also assist the finance team with operations and treasury functions.

RESPONSIBILITIES:

- Assist the Controller in the preparation of all financial statements for the funds and their subsidiaries in compliance with SOX, GAAP, and applicable federal, state and local regulatory laws and rules for financial and tax reporting
- Actively work with the Controller and the funds' administrators to ensure accurate financial reporting and that all related monitoring controls are performed
- Utilize eFront to assist with daily in-house fund accounting and control activities
- Work with the Controller and the funds' auditors to facilitate a timely and efficient audit for all funds
- Work with the Controller to maintain cash controls, including reconciling investment schedules, general ledgers and bank statements
- Work with the Controller and liaise with sub-advisors as needed to ensure investments are funded on schedule and all operational tasks are performed timely
- Prepare payable and expense accruals worksheet

EDUCATION AND EXPERIENCE:

The Senior Fund Accountant position requires at least three to five years of experience as an accountant with familiarity of financial and fund reporting practices, regulatory guidelines and operational aspects of an investment management firm. Specific requirements include:

- Bachelor's degree in Accounting required
- CPA preferred
- Work experience in an investment fund firm preferred
- Knowledge of GAAP and other modern accounting methods and procedures and financial reporting procedures
- Ability to multi-task and meet critical time deadlines
- Strong analytical skills required.
- Excellent interpersonal verbal and written communication skills
- Skill building and maintaining internal and external partnerships
- Entrepreneurial in spirit and comfortable being in a fast-paced small office environment