



THE COLUMBUS FOUNDATION

Accounting and Financial Reporting Manager

The Columbus Foundation, one of the largest community foundations in the United States, and the trusted philanthropic advisor for over 2500 donor funds, is offering an experienced professional an exceptional opportunity to join our team. We are seeking an experienced and motivated accounting and financial professional to fill the position of Accounting and Financial Reporting Manager.

This position will report to the Foundation's Chief Financial Officer. This "hands on" position will be responsible for the collection and reconciliation of financial data for use in preparing periodic financial statements and tax returns (Form 990s) for The Columbus Foundation and its various Supporting Foundations. This position will also be responsible for the aggregation, reporting, and analysis of various investment information.

In addition to an accounting or finance related degree, a CPA certification is required and general knowledge of investments is preferred. Qualified candidates must also be able to demonstrate excellent writing, communication, and interpersonal skills.

A minimum of five years auditing and/or business experience is also required. Salary requirements must accompany resume. Resumes may be sent via regular mail or electronically to the following address:

Pam Straker
Director of Human Resources
The Columbus Foundation
1234 East Broad Street
Columbus, OH 43205

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www.columbusfoundation.org

The mission of The Columbus Foundation is to assist donors and others in strengthening and improving our community for the benefit of all its citizens.

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