



**Job Title:** Senior Accountant  
**Location:** Grove City, Ohio  
**Employment Type:** Full Time

**Who We Are:** The Ohio Harness Horsemen's Association was founded in 1953. The mission of the OHHA is to preserve, protect, promote, and serve the entire Standardbred industry in Ohio and beyond.

**Job Overview:**

Are you a high-performing accounting professional with a strategic mindset and a passion for driving financial excellence? Do you have the expertise and leadership skills to elevate our accounting to the next level. We are seeking an experienced and detail-oriented Senior Accountant to join our finance team. The ideal candidate will have extensive accounting experience, a deep understanding of financial regulations, and the ability to manage complex accounting tasks while mentoring junior staff. As a Senior Accountant, you will play a critical role in ensuring the accuracy and integrity of financial records, preparing financial statements, managing budgeting and forecasting processes, and supporting decision-making at the organizational level.

**Key Responsibilities:**

The Senior Accountant will work closely with the Association's Executive Director, Benefits Administrator, and office staff. The role will have a comprehensive range of responsibilities including:

- Manage and oversee comprehensive inter-company accounting functions.
- Prepare and review accurate monthly, quarterly, and annual financial statements in accordance with generally accepted accounting principles and adhere to best practices.
- Conduct monthly reconciliations, prepare journal entries, and maintain the general ledger in QuickBooks Enterprise.
- Provide financial oversight, prepare, and present accurate financial statements, reports, and analysis for the Board of Directors
- Manage relationships and communications with financial institutions, external auditors, and other association partners.

- Oversee the production of financial statements, tax documents, and other financial regulatory documents.
- Ensure compliance with all relevant laws, regulations, and reporting requirements related to financial and actuarial, administrative tax, and investment performance.
- Assist with Association's Health and Retirement plan.
- Perform other tasks and projects as assigned by the Executive Director.

### **Required Skills & Qualifications:**

- Bachelor's degree in Accounting, Finance, or a related field. CPA, CMA, or equivalent certification is preferred. Non-profit experience is helpful, but not required.
- Candidate will have 5-7 years of experience including accounting\finance and tax knowledge.
- Experience working closely with an organization's leadership in identifying strategies, best practices, and policies.
- Exceptional and interpersonal skills and will be confident and effective at communicating across all levels of the organization as well as presenting to the Board of Directors.
- Proficiency in accounting software (e.g., QuickBooks Desktop and Online) and Microsoft Excel with knowledge of third-party integration tools.
- Experience in preparing and reviewing financial statements, budgets, and forecasts.
- Strong analytical skills with attention to detail and accuracy.
- Ability to manage multiple tasks and deadlines in a fast-paced environment.
- Strong problem-solving skills and ability to drive process improvements.

### **Benefits:**

- Competitive benefits package including: Paid medical insurance, retirement plan, vacation, and sick leave.

### **How to Apply:**

Interested candidates should submit a resume, cover letter outlining your relevant experience in senior accounting roles, and salary requirements to [oadmin@ohha.com](mailto:oadmin@ohha.com).