

Financial Analyst

NATIONAL EQUITY FUND, INC. is a leading non-profit syndicator of Low-Income Housing Tax Credits (LIHTC) with a mission to create and deliver innovative, collaborative financial solutions to expand the creation and preservation of affordable housing.

OVERVIEW

The Financial Analyst will assist the Financial Analysis Senior Manager in all facets of NEF's year-end project reporting process, which involves managing all project-level tax returns and audits. Perform financial analysis of quarterly project financial statements in support of the asset management department. Will work very closely with Fund Accounting and Asset Management in performing these functions.

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ESSENTIAL DUTIES

- Participate in all essential year-end reporting functions, including collection and review of project-level tax returns, audits, and related documentation to meet all required investor reporting deadlines.
- Maintain a positive relationship with project-level sponsors and CPAs through clear and concise communication with them to achieve year-end reporting deadlines.
- Continuously communicate with the VP of Financial Analysis and the Financial Analysis Senior Manager to discuss delays and/or issues related to year-end project reporting and other assigned tasks.
- Perform a detailed review of draft and final audited financial statements and tax returns using standard checklists, ensuring accuracy and addressing discrepancies or unusual items with lower-tier CPAs and sponsors.
- Analyze variances between projections and actual P&L activity, coordinating with NEF Asset Managers to obtain explanation for material variances and/or tax credit calculations.
- Conduct quarterly project-level financial analysis to streamline preparation to NEF Asset Management, provide operational insight, and support the Asset Management team.
- Maintain and update critical documentation throughout the year related to tax concepts such as bonus depreciation, reportable entities and minimum gain, ensuring accuracy and consistency.
- Identify SMT and process improvement opportunities, discuss change requests with the VP of Financial Analysis and Financial Analysis Senior Manager, and initiate follow-through w/ IT to achieve desired objectives.
- Take on additional tasks as assigned to support departmental goals

THE IDEAL CANDIDATE

- Bachelor's degree in Accounting, CPA designation preferred.
- 1-2 years tax or audit experience, with partnership K-1 experience strongly preferred. Financial reporting



and variance analysis experience are a plus.

- Knowledge of GAAP accounting and reporting, as well as real estate partnership tax returns.
- Strong attention to detail with the ability to perform thorough self-reviews to ensure accuracy and consistency.
- Ability to work independently, evaluate options critically, and consistently meet deadlines.
- Manage multiple workstreams and projects in a logical, organized, and process-driven manner.
- Desire and ability to think creatively about improving existing processes.
- Demonstrate initiative to undertake projects and pursue professional development opportunities as time permits.
- Excellent Microsoft Excel skills, especially with data and logic functions; experience with VBA is a plus.
- Strong written and verbal communication skills, with the ability to thrive in a team-oriented environment.

ABOUT NATIONAL EQUITY FUND

National Equity Fund, Inc. (NEF) is a leading non-profit, multi-family, affordable, real estate investment manager with a mission to create and deliver innovative, collaborative financial solutions to expand the creation and preservation of affordable housing. Through its Low-Income Housing Tax Credit (LIHTC) syndication platform and its lending and investing platforms, NEF generates opportunities rooted in its vision that increased access to affordable housing empowers every individual and family to reach their full potential. Since being founded in 1987, NEF has invested nearly \$30 billion, representing approximately 275,000 new or preserved affordable homes for individuals, families, and communities in need across the country. NEF is Chicago-based and has donated more than \$280 million in grants to support its affiliate LISC's nationwide community development work. To learn more about NEF's impact, innovative financial solutions, and opportunities, visit www.nefinc.org.

We offer a competitive salary, along with a comprehensive benefits package.

NEF IS AN EQUAL-OPPORTUNITY EMPLOYER

