



Homes and Community Renewal

Job Opportunities at New York State Homes and Community Renewal

Build a career while building a better community. Rewarding careers in Public Service start here!

SENIOR ACCOUNTANT **Housing and Audits**

New York State Homes and Community Renewal (HCR) fosters the creation and preservation of high quality affordable housing, while working strategically to revitalize neighborhoods and communities throughout the Empire State. Under the leadership of Governor Andrew M. Cuomo and Commissioner James S. Rubin, **HCR** is a vibrant, innovative agency that integrates and leverages New York State's housing resources. We have offices in New York City, Albany, Buffalo and Syracuse, and employ a diverse workforce of professionals who are hard-working and committed to serving low and moderate income families. Our mission is far reaching, encompassing single and multifamily housing finance, home improvement, rent regulation, housing subsidies, and community development. We partner regularly with a variety of public and private stakeholders.

Achieving this mission requires a wide range of skills and backgrounds in public policy, administration, real estate, architecture, finance, law and many other areas of expertise. We seek to provide a workplace environment that is productive, flexible, accountable, ethical and caring. Our employees are empowered to make a difference where they live and work. We offer competitive pay and a comprehensive benefits package, including paid leave, health, dental, vision, retirement, and family-friendly policies.

In anticipation of passage of Governor Cuomo's historic \$10 billion proposal to create 100,000 affordable housing units across the state over 5 years, HCR is currently seeking to fill a wide variety of positions. Please see our website www.nyshcr.org for more information.

The Office of Housing Preservation manages HCR programs that maintain and enhance the state's portfolio of existing affordable housing. We enforce the Rent Laws in New York City for over 900,000 housing units, while providing federal and state rental assistance to assist more than 45,000 families across the state. We also monitor 130,000 low income housing units financed with federal and state resources, and provide grant funding to help homeowners and tenants save energy.



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JOB SUMMARY:

As a member of an accounting team responsible for the financial oversight and preservation of the Mitchell Lama housing portfolio, the senior accountant, under the direct supervision of an Associate Accountant will perform duties such as:

- Monitor compliance with applicable laws, rules, regulations, loan agreements, agency procedures, directives and financial reporting and budget submission requirements. Evaluate the financial strength and performance of housing companies. Analyze, among other things, financial statements, property physical condition report results, real estate loan documents, business organization documents. Process and approve budgets and rent increase requests. Compute payments in lieu of real estate tax. Process requests for the payment of return on equity. Establish funding requirements, monitor deposits and disbursements and perform reconciliations for housing companies' Operating Escrow Funds ("OEF"). Process requests for increases in the equity or capital assessments for housing companies.
- Duties require written and oral interaction with personnel at the housing developments, their CPA's and attorneys, as well as other agency program staff including Housing Finance Agency (HFA) and the Housing Trust Fund Corporation (HTFC), and with staff from NY State Comptroller's office and United States Department of HUD. Automated applications are in use for the budget and rent determination ("BRD") process as well as for the OEF record keeping.

This job description is not intended to be all inclusive, and employee will also perform reasonable related business duties as assigned.

What we offer:

- Exciting opportunity to be part of New York's resurgence to greatness;
- Extensive benefits package including paid leave, excellent health, dental, vision and retirement benefits;
- Promotional opportunity for dedicated professionals.

**TO APPLY, please send resume and cover letter to: HousingPlanJobs@nyshcr.org
Please include the name of the position that you are applying for in the subject line.**

New York State is an Equal Opportunity Employer (EOE)