



## Who We Are – Company Overview & Culture:

ColRich is a second-generation family owned residential real estate company based in the heart of Little Italy in Downtown San Diego. For over 40 years, ColRich has been an industry landmark continually recognized for integrating design and value into creative residential solutions. Our pioneering family-run company has grown to incorporate single-family homes, townhomes and mid-rise condominium construction into our development repertoire and has become one of the leading multifamily owners, with 17,000 units in the western United States.

Importantly, ColRich's commitment to forward-thinking architecture, global design elements and attention to detail in product and service results in quality homes that truly appeal to homebuyers and renters. ColRich attracts professionals who are highly motivated, self-driven and results oriented.

Our ideal candidate is someone who has humility, a strong work ethic, creativity and a sense of ownership of their role and responsibilities. These are the company's core values and the foundation on which our company's success is built upon.

## How We Work – Our Core Values:

- **Family**– We are a family run business and treat every member as such. ColRich relationships are based upon trust, transparency, and respect.
- **Work Ethic**– The ColRich team brings passion to their work, always giving 100%. Our team members roll up their sleeves and are hands-on participants at every level of the organization, supporting their colleagues and the overall platform to produce the best product at the highest standard.
- **Humility**– No matter the title or seniority level, every member remains grounded and in service to the team as a whole. Team members let the situation, instead of their title or ego, dictate how to best serve the company and one another.
- **Creativity**– We have a creative and collaborative work environment that remains nimble in an ever-changing marketplace. We value new ideas and expect each team member to be adaptable beyond their core function. ColRich places a heavy emphasis on a constantly evolving workplace to create, develop and innovate.
- **Ownership**– Every team member takes onus of their role. Knowing their role has a direct impact, each team member approaches their work with a pride of ownership.

## Perks:

- Little Italy/Downtown location for convenient access to great restaurants and after hour activities  
Location: <https://goo.gl/maps/qeclHKEQnDM2>
- Parking or transit options paid by company including coaster, trolley and buses
- Culture based events

## Benefits:

- Base salary and discretionary annual bonus competitive with industry standards
- Health and dental insurance paid fully at the employee level by employer
- 401(k) plan
- Paid holidays and vacation time

For more information or to submit a resume email [humanresources@colrich.com](mailto:humanresources@colrich.com)

ColRich provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, ColRich complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training. ColRich expressly prohibits any form of workplace harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or veteran status. Improper interference with the ability of ColRich's employees to perform their job duties may result in discipline up to and including discharge.

**Position: Tax Accountant – San Diego, CA**

**Reports to: Director of Accounting**

**About the Role:** Under the guidance of the Director of Accounting, the Tax Accountant is responsible for maintaining the tax compliance schedule and ensuring that all federal, state and city tax filing requirements for corporate, multifamily and development entities are completed. The Tax Accountant is an integral part of ColRich and will act as the tax information hub for internal and external parties. In addition to tax compliance, the Tax Accountant is responsible for general accounting, financial reporting, tax research and annual tax planning. A successful candidate is flexible, a self-starter, possesses strong problem-solving skills and thrives in a dynamic environment.

**Specific responsibilities include:**

- Tax Compliance
  - Coordinate the preparation of 200+ partnership tax returns with outside CPA Firms
  - Review draft tax returns prior to filing for accuracy and completeness
  - Review entity operating agreements to ensure proper allocation of income/loss items on financials and tax returns; alert management to any irregularities
  - Assist with drafting responses to taxing authority notices; track through resolution
  - Estimate taxable income for entities with nonresident investors and calculate required federal and state withholding amount(s); prepare withholding return(s) as needed
  - Prepare income tax projections for corporate entities and owners
  - Create and maintain tax basis schedule for each partnership entity
  - Monitor existing and emerging tax laws, legislations and rulings; highlight potential tax impacts on investment partnerships and present findings to management
  - Develop and maintain a working knowledge of deal structures and business platforms
- Financial Reporting
  - Manage a portfolio of Joint Venture (primarily investment entity) books; record transactions, month end close, reconciliations, finalize financials, etc.
  - Review year-end financials prepared by accountants for accuracy prior to submitting for tax prep
  - Provide back-up support for other accounting positions as needed
  - Ad hoc data analysis and special projects as assigned

**Requirements:**

- 3+ years in public accounting preparing partnership tax returns; experience with high-net-worth individual tax returns a plus
- Bachelor's degree in Accounting or related field with an accounting emphasis
- Knowledge of multi-tiered partnerships
- Knowledge of 1031 exchanges and TIC ownership structures a plus
- Experience with real estate accounting a plus
- Ability to research and interpret tax and other accounting guidance
- Highly proficient in Microsoft Office Suite (advanced Excel skills a plus) with requisite computer skills; the ability to learn new systems quickly; previous work in a paperless environment a plus
- Strong written, verbal and interpersonal communication skills
- Strong organizational skills with the ability to prioritize responsibilities in order to meet required deadlines
- Ability to work both independently and as part of a team

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