



Hawaii Reserves, Inc.
A LAND MANAGEMENT COMPANY

Accountant

Regular, Full-time Position

JOB SUMMARY

This position is responsible for complex accounting and clerical activities associated with maintaining ledger accounts and developing financial statements and reports, accounts receivable, and collections. Must exercise prudent professional judgment in applying accounting principles in analyzing data and preparing interpretive reports.

JOB REQUIREMENTS

- Candidate should have a B.S. degree in accounting or finance/ business (with accounting emphasis) with one to two years of significant experience.
- A minor in Information Systems or Information Technology, or IS/IT skills or work experience, is preferred.
- Candidate must be able to work under deadlines and/or pressure, use judgment and discretion, and work with minimal supervision.
- Candidate must have excellent computer skills, including Microsoft Office suite and accounting software. Experience with Yardi preferred.

COMPENSATION

Starting Pay Range: \$55,600 – \$65,000 Depending on Experience

Full Benefits Package:

- Medical/Dental/Vision Insurance
- 401K matching
- Paid time off (holidays, vacation, sick)
- Retirement plan
- Flexible Spending Account
- Employee Assistance Program
- Life Insurance

APPLICATION DATES

Opens April 6, 2026; closes when filled

**Application available at: www.hrihelp.com/contact
Applications submitted via email (contact_us@hawaiireserves.com) must be signed and the original delivered to the HRI office before or upon interview.**