



NEWPORT
NATIONAL
Golf Club

Accounting Manager

Newport National Golf Club was recently ranked #1 Public Golf Course in Rhode Island by USA Today's Golfweek. Our 200-acre links style 18-hole golf course is world-class. We are actively seeking an Accounting Manager. Come join our winning team!

Under the direction of the General Manager, the individual filling this role will have full cycle accounting responsibilities including receivables, payables, and membership accounts. Duties will include assisting in the development and preparation of capital/operating budgets and payroll, reconciling cash, resolving variances in vendor statements/invoices. In addition, the preparation of banks deposits and renewal of certifications and licenses will be necessary.

Candidates should have the following qualifications:

- Accounting degree in lieu of experience preferred
- Strong financial and accounting background
- Strong analytical skills
- Prior club experience preferred but not required
- Proven oral and written communication skills
- Experience with Jonas Club Management Software or equivalent
- Ability to work collegially with a wide variety of individuals
- Ability to work in a fast-paced environment in season

We offer a competitive salary and benefits package:

- Medical and Dental Insurance
- 15 days Paid Vacation
- 2 paid Holidays (Christmas and Thanksgiving)
- Paid Sick and Safe Time in accordance with state guidelines
- Life Insurance and Long-Term Disability
- Free Parking
- Employee discounted meals

We provide equal employment opportunities to all employees and applicants for employment and prohibit discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. 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.

Qualified Candidates are encouraged to forward a cover letter resume and salary requirements to:

Daniel Hall

General Manager

Newport National Golf Club

dhall@newportnational.com

401-702-5033