



Grants Accountant

CDTA is now accepting applications for a Grants Accountant. This position is responsible for ensuring timely and accurate accounting, billing, and receipt of grant funds for CDTA as well as CDTC.

The Grants Accountant will have responsibilities that include maintaining grant records and reports on grant activity; preparing grant reimbursements; assisting with grant applications, and serving as a liaison between CDTA and CDTC.

Requirements:

- Bachelor's Degree in Planning or Business.
- Three to Five years professional experience.
- Experience with State and Federal Grants.
- Competence in Microsoft Office Suite with intermediate level excel use.

Compensation: \$55,000-\$65,000. With this comes our full package of benefits including health/dental/vision, PTO, Tuition Reimbursement, and enrollment in the NYS Retirement System.

If you meet the qualifications for this position, please apply online at www.cdfa.org or email your resume to CDTA Human Resources, HRmail@cdfa.org.