



Accountant

Part-Time, Remote

Cova is a nonprofit social enterprise building a healthier Central America through community-centered, safe water solutions. Through Cova's innovative market-based Circuit Rider Model, rural communities in Central America have access to safe drinking water, creating economic opportunities for individuals, allowing children to stay in school, parents to continue working, and communities to thrive. Cova's comprehensive model provides safe drinking water to over 1.6 million people across 2,600 rural Nicaragua, Honduras, and El Salvador communities.

POSITION DESCRIPTION

The accountant will assume a leadership role in the finance department. They will report to the CFO and collaborate with the in-country Honduran, Nicaraguan, and El Salvadorean accountants. The work objective is to manage the organization's financial accounting operations.

Cova is a registered 501c3 nonprofit in the US with three nonprofit subsidiaries in Nicaragua, Honduras, and El Salvador. The organization uses Quickbooks Online for all three entities and shows consolidated financials in USD. Each of Cova's three legal structures has its own QBO 'company'/license. This position will require the monthly bookkeeping of the globally consolidated books, financial statement creation every other month to coincide with board meetings, and in-country accounting support to ensure GAAP standards are followed. Cova follows accrual-based accounting.

Consolidated Bookkeeping– 4-6 hours/month

- On a monthly basis, receive the trial balance reports from our Nicaraguan, Honduran, and El Salvadorean accountants of all activities in their local currency. All in-country operations will have completed financials ready to be inputted.
 - An Excel map has been created to convert the in-countries trial balance from the local currency to USD and from the Spanish local chart of accounts to the consolidated English chart of accounts.
- Perform a high-level review to ensure the financials in the consolidated reports reflect the in-country operations
- Approve/edit automatic US QBO financial entries to reflect US operations. 'Rules' in QBO have been established for most regular expense/income activities.
- Execute month-end and year-end closing processes, ensuring accurate and timely consolidation of the international financial statements and corresponding financial reporting.
- Conduct reconciliation of all accounts monthly/quarterly.
- Issue payments to contractors on a monthly basis

Financial Statement Creation – 1 hour/month

- Prepare monthly detailed financial reports, including balance sheets, income, and cash flow statements.
- Identify and add notes to statements of major changes in the last quarter, major differences v. plan, or PY.
- Prepare financial statements as needed for donors, investors, or partners.

In-Country Accounting Support – 1 hours/month

- Upon receiving the finalized in-country accounting reports, perform a high-level review to ensure that in-country accounting entries included in their QBO follow GAAP standards.
- Review YTD entries against the prior month/year to find discrepancies and/or address operational changes.
- Work with Spanish-speaking accountants to resolve accounting issues and, if necessary, inform the team to make appropriate adjustments.

Offices

Honduras, Nicaragua, El Salvador, U.S.A.

CovaAgua.org



QUALIFICATIONS

- Strong accounting technical and practical skills. CPA preferred.
- QuickBooks Online proficiency is a requirement
- Bilingual proficiency in both written and spoken English and Spanish is required.
- 3–5 years' relevant experience working in accounting and bookkeeping
- Thorough knowledge and understanding of GAAP.
- Proficiency in Microsoft Excel
- Experience consolidating international financial statements
- Experience with accounts payable, accounts receivable, payroll, and general ledger.
- High degree of accuracy and attention to detail

We offer flexible work hours and a fun, collaborative work environment. The hourly pay for this position is \$40–50 per hour.

TO APPLY:

To apply, please email your resume to Careers@CovaAgua.org with 'Cova Accountant' in the subject line. Note that applications will be reviewed as soon as they are received with the anticipated start date as soon as possible.