



## Project Accountant

**Reports To:** Finance Director

**Location:** Sacramento, California

### **About the Organization:**

Golden State Connect Authority (GSCA) is leading a transformative initiative to expand broadband access in underserved areas across rural California. With a substantial project budget, funded by California Public Utilities Commission (CPUC) state grants, federal programs, and fixed-income bonds, and with the partnership of UTOPIA Fiber, GSCA is committed to building and maintaining a world-class Open Access fiber network. This position offers the opportunity to manage the financial and administrative foundation of a mission-critical project that will have a lasting impact on California rural communities.

GSCA's Operational Partner is UTOPIA Fiber, the largest open access, fiber, network administrator in the U.S. This position will work with and support the UTOPIA Fiber Finance and Administrative Team.

### **Notice to applicants:**

This recruitment is open until it is filled. GSCA is managed by Rural County Representatives of California (RCRC), and employment for this position will be with RCRC. RCRC reserve the right to close the recruitment at any time once a sufficient pool of qualified applicants has been received. Interested applicants should submit a resume and any relevant supporting materials for consideration to [mdemelo@rcrcnet.org](mailto:mdemelo@rcrcnet.org).

Applications will be reviewed as they are received, and qualified candidates may be contacted for interviews prior to the recruitment closing date. Early submission is encouraged.

### **Position Overview:**

The Project Accountant in coordination with Finance Director will oversee all financial aspects of GSCA's fiber network project, ensuring compliance with grant requirements, state and federal funding guidelines, and accounting best practices. This individual will manage the project budget, coordinate closely with the UTOPIA Fiber Finance and Administration Team, Outside Plant (OSP) construction teams, and prepare quarterly

updates to as required by bondholders. With assistance from the UTOPIA Fiber Finance and Administration Team and Finance Director they will be responsible for maintaining financial health throughout the project lifecycle, from construction to full operation, ensuring accurate reporting of inventory, assets, and financial performance.

### **Key Responsibilities:**

#### **1. Financial Planning and Oversight:**

- Together with UTOPIA Fiber and Finance Director, develop and manage detailed financial models and budgets for the \$300+ million fiber network project.
- Ensure and monitor compliance with CPUC funding requirements, state and federal grant regulations, and bondholder agreements.
- Track and report on the financial performance of the project during construction and operational phases.
- Support policy development and offer advice regarding accounting and internal control issues, reporting needs and policy review and changes.

#### **2. Grant and Funding Compliance:**

- Maintain strict adherence to the requirements of state and federal grants, including documentation, reporting, and audit readiness.
- Ensure timely and accurate submission of financial and project reports to funding agencies.

#### **3. Bondholder Communication:**

- Together with UTOPIA Fiber and Finance Director, prepare and deliver quarterly updates to bondholders, providing clear, transparent insights into project progress, budget status, and financial health.
- Assist the Finance Director in serving as the primary point of contact for bond-related inquiries.

#### **4. Construction Coordination:**

- Collaborate closely with GSCA Chief Operating Officer and Construction Lead, UTOPIA Fiber, and OSP construction teams to align financial planning with project timelines and milestones.
- Monitor construction expenditures to ensure the project remains on budget and provide cost analysis to address potential overruns proactively.

#### **5. Inventory Management and Asset Reporting:**

- Support UTOPIA Fiber with implementation of robust systems for inventory tracking and asset management to ensure accountability and accurate reporting.
- Maintain detailed records of capital expenditures and asset lifecycles for audit and compliance purposes.

#### **6. Operational Financial Management:**

- Oversee financial health after construction is completed, ensuring smooth transition to production and tracking revenue as customers are added to the network.

- Develop financial strategies for ongoing network operations, including cost optimization and revenue forecasting.
  - Monitor and reconcile available resources, including monthly balance sheet reconciliations and bank reconciliations for all project cash and borrowing accounts.
  - Assist with audit and preparation of annual financial reports.
  - Assume responsibility for producing accurate and timely work, safeguarding company assets, computer equipment, and the integrity of company data.
- 7. Team Leadership and Collaboration:**
- Together with UTOPIA Fiber and Finance Director, manage day-to-day accounting, reporting, and compliance activities.
  - Collaborate with internal stakeholders, including OSP teams, operations, and executive leadership, to ensure financial alignment across the organization.
- 8. Reporting and Metrics:**
- Provide regular financial updates to the Finance Director, GSCA Chief Operating Officer and Executive Director, highlighting key KPIs, risks, and opportunities.
  - Assist Finance Director in preparing Board of Directors Financial updates, highlighting performance compared to budgets.
  - Support UTOPIA Fiber in the development and maintenance of dashboards to track project financials, inventory, and grant compliance in real time.
- 9. Other Responsibilities:**
- Support project-related accounting functions while also assisting the broader accounting team as needed, including participation in the monthly close process to ensure timely and accurate financial reporting.
  - Review financial data for accuracy and completeness, identify discrepancies, and help resolve issues that impact day-to-day accounting operations.
  - Participate in cross-functional training within the accounting department to enhance team support and maintain continuity of operations.

**Qualifications:**

- **Education & Experience:**
  - Bachelor's or Associate's degree in Finance, Accounting, Business Administration, or a related field, or.
  - 5+ years of progressively responsible financial management experience, preferably involving large-scale infrastructure projects, public sector funding, and grant administration.
- **Technical Expertise:**
  - Experience with accounting best practices, inventory management, and asset tracking in capital-intensive projects.
- **Communication and Reporting:**
  - Strong ability to prepare and deliver clear, concise reports and presentations for executives and stakeholders.

- Proven ability to translate complex financial data into actionable insights for diverse audiences.

**Preferred Qualifications:**

- Experience in fiber network or telecommunications projects.
- Familiarity with California funding programs and regulatory requirements.
- Advanced financial certifications (e.g. , PMP).
- Knowledge of state and federal grant compliance and public financing mechanisms, including bond management.
- Experience working closely with construction teams to align financial planning with project timelines and milestones.
- Familiarity with cost analysis and financial controls for large-scale infrastructure builds.

**Key Competencies:**

- Highly analytical, detail-oriented, and organized.
- Exceptional leadership and collaboration skills.
- Proactive problem-solver with the ability to anticipate and address financial risks.
- Proactively researching and educating oneself on new topics relevant to the role.
- Strong understanding of public-sector funding and infrastructure finance.

**Compensation:**

The expected salary range for this position is \$120,000 to \$180,000 annually. Actual compensation within this range will be determined based on factors such as relevant experience and qualifications. This position is eligible for comprehensive benefits package in accordance with organizational policies.

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