



23 South Main Street
Hanover, NH 03755
(603) 643-3300
www.lymetimber.com

Job Posting – February 2022

Entry-Level Staff Accountant

About Lyme Timber

The Lyme Timber Company LLC is a private investment management company that focuses on the acquisition and sustainable management of forestland in the US and Canada. Since its founding in 1976, Lyme has followed a disciplined and value-oriented approach to its investments. The Company's current portfolio includes approximately 1.5 million acres in New York, Pennsylvania, West Virginia, Tennessee, Alabama, Florida, Michigan, and Wisconsin. Lyme takes a hands-on approach to investment management by establishing local operating companies, investing in forest-product businesses in regions where we own land, and pursuing other value-add strategies such as conservation transactions.

Lyme is widely recognized as a leader in the field of timberland management and conservation finance, with a long history of permanent conservation outcomes, forest carbon sequestration projects, and other ecosystem services investments. The company's core values include honesty, integrity, innovative problem solving, stewardship of land, forests and natural systems, and fairness and respect toward one another, our partners, and the communities where we work. More information about Lyme can be found at www.lymetimber.com.

About the Job

Lyme is looking for an outstanding individual to join its accounting team based in downtown Hanover, NH. The Staff Accountant will have responsibilities for a variety of functions, including cash, accounts payable, intercompany transactions and general ledger. The position will offer challenging, multi-company accounting work with an established team and will provide opportunities for advancement.

Essential Job Functions

- Perform bank reconciliations, process journal entries, and prepare supporting financial schedules and reports
- Assist in the preparation of financial statements, footnote disclosures, and supporting schedules
- Support the year-end audit and tax processes in collaboration with the team and auditors
- Support treasury and related services
- Analyze and/or verify information by developing spreadsheets and other reporting tools
- Perform administrative tasks as necessary
- Take on additional responsibilities from time-to-time as required by your supervisors

Job Requirements

- Bachelor's Degree in Accounting or related field. Experience in the financial services sector is a plus
- Strong quantitative skills and high proficiency with Microsoft Office Suite, with a primary emphasis on Excel
- Demonstrated initiative and problem-solving skills
- Strong written and verbal communication skills
- Strong team player with a positive attitude
- Ability to grow and thrive in a dynamic and challenging work environment
- Satisfactory completion of an accounting skills assessment

Application Process

Please send cover letter and resume to hire@lymetimber.com. Interviews will be conducted on an ongoing basis, and will include an accounting skills assessment.

Employment in this position is contingent upon, consent to, and successful completion of a pre-employment background check. Lyme requires its employees to prove that they have received the COVID-19 vaccine or have a valid religious or medical reason not to be vaccinated. Lyme is committed to increasing the diversity of its workforce and creating an inclusive environment for all employees. Lyme provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, gender, 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.