

# DVI

DAVID VAUGHAN INVESTMENTS

## ***Investment Accountant***

Peoria, Illinois

### ***Do you want more than just a career move?***

David Vaughan Investments LLC is proud of its Associates. We are an exceptional team of people who are bright, creative and have a passion for what we do. Every day our focus is on providing the best client advice and service possible, and it's all accomplished within a team-based approach where trust, respect and integrity serve as its core. DVI is currently looking for an experienced ***Investment Accountant*** to join the team and provide immediate positive service to our Investment Accounting department. In this critical role, you have the primary responsibility for reconciling cost basis of securities held for our clients with custodians and the daily posting of our portfolio management system. You will work closely with other DVI Associates to ensure a comprehensive wealth management strategy is accomplished for our clients.

At DVI, we not only strive to provide the best level of client advice and service possible, but we look to provide a working environment that is attractive to our entire team. Consistent with our long-term client focus, we aim to attract and retain the best Associates possible and our benefits program is instrumental in this goal. We provide competitive salaries and bonus opportunities, a generous profit sharing 401(k) plan, health insurance, life insurance, short-term and long-term disability programs, and paid time off programs.

### ***Responsibilities***

- Enter purchase dates and cost amounts for new / transferred securities
- Download cost basis files, run reconciliation reports and reconcile cost basis to custodian reports
- Determine missing basis or market values and update system
- Work with RMs / PMs regarding missing basis
- Work with the Investment Accounting Supervisor in setting up new accounts, creating necessary groups, assigning performance inception dates
- Work with the Client Services Team to close accounts
- Create and update reports and report packages
- Update indices monthly
- Assist the Investment Accounting Supervisor with the calculation of monthly composites

Process, print, review and mail quarterly performance reports

Reconcile proxy votes

Post management fee deposits and QuickBooks entries

Prepare annual composite information for auditors for verification

Post and reconcile the DVI Portfolio Management System, APX, when the Investment Accounting Associate is out of the office

Respond to client and accountant information requests

### ***Qualifications***

Bachelor's degree from a four-year college or university, and two to three years related experience and/or training; or equivalent combination of education and experience preferred

Transferable experience in Financial Services, Legal and/or Banking is preferred

Strong interest in accounting related areas

If you appreciate a work environment that truly lives its values, please review our [DVI Career Opportunities](#) and consider DVI as an employer that consistently provides "Quiet Quality".

### **About David Vaughan Investments**

DVI is a team of 33 experienced investment professionals that provide asset management services and wealth management solutions to both high net worth individuals and institutional investors. For the past 42 years, DVI has employed a "Quiet Quality" approach to investment management: people of integrity, acting solely in their clients' best interests. Currently, we have over 1,000 clients, and approximately \$3.0 billion of Assets Under Advisement through our offices in Peoria, Illinois and Winter Park, Florida. In the fall of 2017, DVI formed a partnership with Morton Community Bank, creating one of the largest privately held financial institutions in downstate Illinois.

For more information visit [www.dviinc.com](http://www.dviinc.com)