



ISKCON New Vrindaban Inc. | 3759 McCrearys Ridge Road, Moundsville, WV 26041
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November 29, 2025

Accountant

As a crucial member of ISKCON New Vrindaban, the In-House Accountant supports the financial health and accountability of ISKCON New Vrindaban by maintaining accurate records, ensuring compliance with non-profit and religious organization standards, and serving the community through responsible stewardship of donated funds and operational revenues. This role manages daily accounting workflows, prepares financial statements, supports departmental budgeting (Temple, Lodge, Gift Shop, Festivals, etc.), assists with audits and grant reporting, and coordinates purchasing.

Job Description Specifics

Job Title: Accountant

Employer: ISKCON New Vrindaban Inc.

Job Location: This job requires you to be in our office. We do not have remote opportunities at this time. Our address is:
3759 McCreary's Ridge Rd
Moundsville, WV 26041

Daily Accounting & Bookkeeping

- Record and maintain all financial transactions in accordance with GAAP and non-profit standards.
- Manage accounts payable and receivable for all INV departments (Temple, Lodge, Guest Services, Govindas, etc.).
- Reconcile bank accounts, credit cards, petty cash, and donation collections.
- Coordinate payroll entries, stipends, and volunteer reimbursements.

Financial Reporting

- Prepare monthly, quarterly, and annual financial statements for leadership and the Board.
- Provide department-specific reports for Temple operations, Festivals, Hospitality, and Community Projects.
- Conduct variance analysis and present financial insights to management.

Budgeting & Forecasting

- Support the creation of annual budgets for all departments and programs.
- Track budget adherence and highlight deviations to department heads.
- Provide cash flow forecasts, seasonal projections (e.g., festival months, wedding seasons), and operational financial planning.

Donation & Grant Accounting

- Track restricted and unrestricted donations, ensuring proper fund allocation.
- Maintain accurate records of festival revenues, donor contributions, and sponsorships.
- Prepare financial data for grants, religious exemptions, and special projects (e.g., Swan Lake restoration).

Compliance, Policies & Audit Support

- Ensure compliance with GAAP, IRS standards for religious non-profits
- Assist with annual audits and board reviews.
- Maintain organized documentation for all financial activities, donations, and departmental reports.
- Help strengthen internal controls and financial procedures.

Departmental & Community Support

- Communicate financials clearly to Temple leadership and Department Heads.
- Provide timely responses to staff regarding budgets, invoices, and expenditures.
- Uphold the spiritual and service-oriented culture of New Vrindaban in all interactions.

Purchasing

Approve purchase orders set up by departments

Analyze pricing, identify cost-saving opportunities, and ensure receiving the best value for laxmi spent

Qualifications

- Bachelor's degree in Accounting, Finance, or related field.
- 3–5 years of accounting experience; non-profit/religious organization experience preferred.
- Experience with QuickBooks or similar accounting software.
- Understanding of fund accounting and donor-restricted funds.

Skills & Competencies

- High integrity, confidentiality, and alignment with devotional community values.
- Strong attention to detail and accuracy.
- Analytical and problem-solving skills.
- Ability to work collaboratively across multiple departments with diverse roles.
- Excellent communication skills—written and verbal.
- Strong organizational and time-management abilities.

If you have any questions or want to apply, please contact:

Madhavakanti, Human Resources

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3759 McCrearys Ridge Rd., Moundsville, WV 26041

humanresources@newvrindaban.com

www.newvrindaban.com/job-opportunities