



DOMAINE SERENE

GRAND VIN DE BOURGOGNE



CHÂTEAU DE LA CRÉE
DEPUIS 1431

GRAND VIN DE BOURGOGNE

Maison
Evenstad



GRAND VIN DE BOURGOGNE

LES TOURELLES
de la Créé

Senior Accountant

Evenstad Estates is a portfolio of world-class Pinot Noir and Chardonnay brands from Oregon and Burgundy that is positioned to change the landscape of fine wine by re-defining the reference for world-class Pinot Noir, Chardonnay and winery hospitality.

Founded in 1989 by Ken and Grace Evenstad, Domaine Serene has quickly become Oregon's iconic producer of world-class Pinot Noir and Chardonnay and is the only winery in the world to have secured a top 3 or better ranking for Pinot Noir and Chardonnay from Wine Spectator's coveted Top 100 Wines of the Year list. Located at the top of the Dundee Hills in the Northern Willamette Valley, Domaine Serene's picturesque Winery Hill Estate is home to one of the world's most advanced winemaking facilities and is the home of Oregon's first custom-built winery dedicated exclusively to the production of world-class Chardonnay and sparkling wines. Evenstad Estates owns and meticulously farms over 700 acres of land, including 250+ acres of world-class, hillside Pinot Noir and Chardonnay vineyards, all of which are dry-farmed and LIVE certified sustainable.

In April 2015, The Evenstads purchased Château de la Créé, a beautifully restored Château and state of the art winery located in Santenay, Burgundy dating back to the 15th Century. The Evenstads are proud owners of a modern gravity-flow winery in Santenay as well as 25 acres of sustainably farmed vineyards throughout some of the most renowned districts of the Côte de Beaune. The Evenstad's vineyard holdings include 18 distinct vineyard climates in the districts of Pommard, Volnay, Meursault, Puligny-Montrachet, Chassagne-Montrachet, Santenay and Maranges, and include seven Premier Cru vineyards. Evenstad Estates now encompasses three brands in Burgundy, including Les Tourelles de la Créé, Château de la Créé and Maison Evenstad.

Inspiring a team of talented winemakers and viticulturists, Ken and Grace Evenstad strive to continually change the landscape of fine wine by leading the quality pursuit of Pinot Noir, Chardonnay and sparkling wines. Evenstad Estates is currently in the process of being protected by a one-of-a-kind legacy trust, ensuring that it can never be sold, and that the pursuit of quality will endure for centuries to come.

Position: Senior Accountant, Evenstad Estates (Domaine Serene, Château de la Créé, Maison Evenstad and Les Tourelles de la Créé)

Mission: The Senior Accountant is responsible for ensuring the timely and accurate recording of financial transactions in the general ledger, including but not limited to accounts payable, inventory, deferred revenue, accruals, investments, and other liabilities. This position is accountable for designing, implementing and

monitoring appropriate internal controls, as well as contributing to budgeting and forecasting activities. This position will also oversee the annual audit.

The ideal candidate is a highly motivated self-starter, quick to learn and driven to succeed, with an uncommon level of bandwidth and dedication to professionalism and leadership of the highest caliber. The candidate must possess the ability to work in a fast-paced, luxury wine environment where continuous improvement is always expected. The position is based at the winery atop the beautiful Dundee Hills of Oregon (45-60-minute drive from Portland). The position reports to Evan Karp, Chief Financial Officer/Chief Operations Officer of Evenstad Estates.

Role and Responsibilities:

- Ensure that accounting processes and procedures adhere to generally accepted accounting principles, and prepare accounting memos for new business initiatives where appropriate. Assist with the preparation of internal financial statements and management reports, including balance sheet, income statement, and statement of cash flows.
- Perform month-end close duties, including accruals, allocations, complex account reconciliations, elimination entries and standard and non-recurring journal entries. Maintain, balance and reconcile the general ledger to subsidiary journals, including investments, inventory, accounts payable, accruals, and other liabilities. Ensure month-end accounting close is completed in time to meet financial reporting deadlines.
- Review all Accounts Payable invoices and expense reports and ensure all are processed timely. Maintain documentation of all Accounts Payable policies and procedures, including vendor files, contracts, workflows and internal control procedures. Oversee issuance of 1099s.
- Assist with inventory counts and reconciliations and prepare the annual vintage costing. Review and improve inventory costing methodologies.
- Oversee cash management and reporting. Monitor daily cash balance, post cash transactions, and record intercompany transfers. Assist with foreign currency transactions.
- Develop and maintain revenue recognition policies and procedures, including the accounting for the customer rewards program and the sale of gift cards.
- Assist with annual financial audit and insurance renewal activities, while communicating status to leadership.
- Drive efficiency and effectiveness by streamlining, standardizing, and automating financial transaction processing and reporting. Evaluate, recommend, and implement accounting policies, procedures and systems where appropriate.
- Play a key role in the planning and execution of Accounts Payable and other system upgrades and enhancements, as well as integrations between information systems, including the POS system to the accounting system.
- Provide leadership in strengthening internal communications at all levels throughout the organization; create and promote a positive and supportive work environment.
- Provide accounting support to the Production team.
- Perform quarter-end close duties for additional legal entities with limited activity.
- Complete ad hoc reporting and analysis as assigned.
- Perform other duties as required to assure the smooth operation of the team.

Requirements and Qualifications:

- Certified Public Accountant (CPA) preferred.
- Excellent understanding of generally accepted accounting principles and internal control principles.

- Excellent management and leadership and a track record of building successful high-performance teams.
- Knowledge of inventory cost accounting and inventory control is essential.
- Proven ability to read and effectively interpret complex documents, such as purchase and sale contracts.
- Effective oral and written communication skills. Ability to draft reports, business correspondence, policies and proposals in a highly effective and efficient manner.
- Ability to work independently with minimal supervision in a dynamic, evolving environment.
- Strong time management and communication skills.
- Wine experience is not required, but some knowledge of the alcoholic beverage industry is a plus.
- Hard-working and naturally inquisitive person who is not afraid to conduct tests or trials to make even small improvements and enhancements.
- Ability to operate with the highest level of integrity and transparency at all times.
- Robust analytical and problem-solving skills, with the ability to manage and prioritize multiple projects and delegate tasks as appropriate.
- Strong interpersonal skills and demonstrated ability to build and maintain relationships at all levels of an organization.
- Ability to demonstrate discretion, good judgment, tactfulness and diplomacy.

Company Core Values:

- Integrity
- Quality Focus
- Continuous Improvement
- Perseverance
- Hard Work
- Commercial Courage

Core Competencies:

- Drive for Results
- Innovation
- Operational and Product Excellence
- Agility
- Business Savvy
- Industry Leadership

Structure & Advancement Potential: The position reports directly to Evan Karp, CFO/COO of Evenstad Estates. There is advancement potential for this position as the business continues to grow organically.

Compensation Package: For the right candidate, the compensation package will be at the top of the range for the wine industry. In addition to the base salary, there is bonus eligibility if pre-set goals are achieved. The benefits package is comprehensive and compares very favorably vs. state and national benchmarks. It includes health, dental, vision and a 401K program with employer match, term life insurance, 15 days of personal time off and an additional 10 paid company holidays. Relocation assistance is available, if necessary and negotiated in advance.