#26-68 Program & Grants Accountant III
ADMIN/ACCTG, Full Time, Oahu

The Program & Grants Accountant III is a member of the Finance & Accounting team, Program & Grants Accounting section serving Catholic Charities Hawai‘i. This position’s primary focus is conducting social service program and grant-related accounting activities according to the General Accepted Accounting Principles (GAAP), Uniform Guidance (2 CFR 200), and applicable federal, state, and private grant requirements. This position is responsible for the full life cycle of program and grant accounting, including preparing budgets, monitoring expenditures, preparing grant billing and reimbursement requests, completing reconciliations, audits, and monthly reporting, and completing final grant closeout tasks in close partnership with the assigned Division Administrator and/or Program Director. The Program & Grants Accountant III must demonstrate an active commitment to CCH Mission and strive to incorporate the four Core Values in all aspects of daily work.

EDUCATIONAL & WORK REQUIREMENTS: Bachelor’s Degree in accounting and/or finance from an accredited four-year college or university and four (4) years’ experience in accounting required. Complex grant-funded nonprofit, project accounting, construction accounting, and/or government fund accounting and experience utilizing Safe Intacct highly preferred.

EMPLOYMENT CLEARANCE REQUIREMENTS: Credit Check, Hawaii State Criminal Check, Driver’s License, Access to Vehicle with Current Valid Registration, Safety Check, and No-Fault Insurance, Education Verification

COMPENSATION: $63,028.03 - $72,129.10

DEADLINE TO APPLY: October 31, 2026

Catholic Charities is an Equal Employment Opportunity Employer
For more information about this and other positions, check out our website at
https://www.catholiccharitieshawaii.org/careers/