



<https://eternalhotelsllc.com/careers/director-of-finance-pasco-washington-eternal-hotels/>

Director of Finance – Eternal Hotels

Description

About Eternal Hotels

Eternal Hotels is a family-owned and operated hospitality management company based in the Tri-Cities, specializing in the ownership and management of hotels across Eastern Washington and Eastern Oregon. Our diverse portfolio includes hotel properties operating under leading brands such as Hilton, IHG, Best Western, and Choice Hotels, as well as a network of convenience stores. We are a growing company with new development projects underway, and we pride ourselves on delivering exceptional guest and customer experiences while maintaining strong financial discipline across our properties.

Position Summary

The Director of Finance is responsible for overseeing the financial health of Eternal Hotels' portfolio of hotel properties and convenience stores. This role manages accounting operations, financial reporting, budgeting, and cash flow across multiple locations, leads the accounting/finance team, and directs the utilization of QuickBooks and NetSuite. The role ensures compliance with brand standards, lender requirements, and company policy. The ideal candidate brings extensive multi-property or multi-unit financial management experience, ideally within hospitality and/or retail/convenience store operations, and is comfortable working closely with ownership in a hands-on, fast-paced environment.

Responsibilities

- Oversee day-to-day accounting operations across all hotel properties and convenience stores, including accounts payable, accounts receivable, payroll coordination, and bank/loan reconciliations
- Prepare monthly, quarterly, and annual financial statements and reports for ownership and lenders
- Develop and manage annual operating budgets and capital expenditure plans in coordination with property-level and store-level management
- Monitor cash flow across properties and stores, and manage banking relationships, credit facilities, and loan covenant compliance
- Ensure accurate and timely financial reporting in compliance with franchise brand standards (Hilton, IHG, Best Western, Choice Hotels)
- Analyze property- and store-level financial performance, identify variances, and recommend corrective action
- Coordinate with external accountants, auditors, and tax preparers as needed
- Support due diligence, financing, and reporting requirements for new property acquisitions and development projects
- Build, lead, and mentor the accounting/finance team supporting the portfolio, including hiring, training, and performance management
- Implement and maintain sound internal controls and financial policies across properties and stores
- Provide financial guidance and reporting support directly to ownership/CEO

Hiring organization

Eternal Hotels

Employment Type

Full-time

Duration of employment

Year Round

Industry

Hospitality

Job Location

2525 N 20th Ave, 99301, Pasco, WA, USA

Base Salary

\$ 90000 - \$ 100000

Date posted

September 22, 2026

Valid through

16.10.2026

Qualifications

- Bachelor's degree in Accounting, Finance, or related field required; Master's degree preferred
- Minimum 15+ years of progressive experience in accounting or finance, with multi-location or multi-unit oversight required
- Proven experience managing and leading a team required
- Hands-on QuickBooks experience required; experience with NetSuite or leading an ERP system transition/implementation strongly preferred
- Hospitality and/or retail/convenience store industry experience highly preferred
- Strong Excel skills and experience with budgeting/forecasting tools
- Excellent organizational skills and ability to manage multiple properties, locations, and deadlines simultaneously
- Strong communication skills, with ability to translate financial data into actionable insight for ownership and property/store management teams
- High degree of integrity and discretion in handling sensitive financial information

Job Benefits

What We Offer

- Competitive salary: \$90,000–\$100,000/year, based on experience
- Opportunity to grow with an expanding, family-owned hospitality company
- Direct access and visibility with company ownership
- Collaborative, hands-on work environment

Benefits

- Dental insurance
- Employee discount
- Health insurance
- Health savings account
- Paid time off
- Relocation assistance
- Vision insurance

Contacts

Additional Information

All your information will be kept confidential according to EEO guidelines.

An Equal Opportunity Employer

Equal access to programs, services and employment is available to all persons. Those applicants requiring reasonable accommodations to the application and/or interview process should notify a representative of the Human Resources Department.