

AccuSource

Job Title: Financial Controller
Departments: Finance, Accounting and Administration
Supervisor: Chief Executive Officer

Core Value Summary:

As an AccuSource staff member it is important that you embrace our company core values:

- **ALL-In!**
 - “All-In” means we are always a team player, working toward the betterment of the Company. We put the groups needs before our own and give 100% all the time!
 - At AccuSource we know we are “All-In” because when a team member is on the job – it always gets done! We see projects through to the end while always asking, “what else can I do to get this done?”
- **Solution Driven**
 - “Solution Driven” means we always strive to solve a problem or resolve an issue. We think outside the box and don’t get tied down with, “but this is how we’ve always done it...attitude!”
 - We are not afraid to make a mistake because we trust team members have our back. Daily, we each look for opportunities to make things easier for our clients, co-workers, consumers and our business partners.
- **Customer Obsessed**
 - “Customer obsessed” means we always listening to our customers and continuously personalize the customer experience to meet a client’s need.
 - We empower our employees to deliver great service.
 - We answer customer phone calls and emails, responding quickly to customer questions and issues.
 - We are professional and friendly all the time even when a customer is not so friendly.
 - We track customer satisfaction and continuously work toward turning new customers into life-long advocates for our services. We are not satisfied with a customer just liking us...we want all our customers to “love us”.
- **Accountable – Do what you say!**
 - “Accountable – Do what you say!”, means we always walk the talk. If we say we are going to do something we follow-through and do it no matter how small or large the task. There is a saying, “How we do something is how we do everything”.
 - To be truly accountable one person must own the activity, task or project. We show accountability by taking responsibility for our job duties, achieving our defined metrics and openly sharing our results.

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We are seeking a highly skilled, experienced Financial Controller to join our growing organization. In this position, you will oversee any and all fiscal activity including accounting activities, budgeting, and forecasting portfolio performance. You will work to plan and forecast the overall financial vision for the company to ensure productive financial operations.

Key Responsibilities:

- Organize and manage all finances of the company
- Participate in the development of the company's strategic plans and creation of a strategic financial plan
- Budget, forecast, and help oversee current and future investments and capital structure; develop a financial dashboard to illustrate Cash Management targets, Equity targets and Profitability targets
- Collaborate with CEO on initiating, developing, and executing possible funding strategies
- Advise on methods to increase revenue and bring down costs that have a financial impact to the whole organization, including projections
- Report to and work with the CEO on all financial matters
- Assess financial risks and work to minimize them, always staying abreast to any changes in the market and communicating them to the CEO
- Communicate and interpret financial metrics to leadership team
- Simulate various financial scenarios through financial modeling and analytics to determine best course of action. Regularly present potential opportunities, scenarios, and possible outcomes to CEO
- Create financial outlook reports and ensure adequate company cashflow and funds
- Direct and track budget and accounting information including billing, collections, and tax information
- Oversee all fiscal reporting within the company, including monthly budget reports and perform variance analysis
- Supervise and delegate tasks to finance and accounting team including accounts receivable, accounts payable and payroll
- Direct and manage the preparation and publication of departmental and organization financial documents and reports
- Review financial and legal documentation to verify accuracy and adherence to financial regulations and acceptable financial principles and conduct regular audits to ensure compliance with state and federal regulations
- Direct and participate in monthly and year end closing of books
- Liaison with outside tax consultants as needed
- Protects assets by establishing, monitoring, and enforcing internal controls.
- Oversee insurance renewals and audits; and the set-up and renewal of other business corporations.
- Develop and oversee departmental policies and procedures and ensure periodic review
- Develop or recommend viable solutions for problems or situations and illustrating the overall financial impact to the company

Qualifications/Requirements:

- Bachelor's degree in accounting, finance, business administration or related field; MBA preferred
- Accounting designation (CMA, CGA or CPA), or an equivalent combination of related experience and education
- Minimum 10 years accounting experience in a senior accounting or financial management role
- Results-driven personality eager to partner with leadership team to organize, plan and achieve company financial goals
- Proficient in Microsoft Excel and PowerPoint and financial management software (i.e. QuickBooks)
- Strong interpersonal and leadership skills to build consensus and lead growth
- Strong oral and written communication skills
- Exceptional time management and ability to problem solve under pressure
- Impeccable analytical and organizational skills
- Self-motivated and self-directed

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- Knowledge of the related job market a plus
- Merger & acquisition and shareholder succession planning experience a plus

Benefits:

- Work with a great team of likeminded thinkers who are driven to deliver for our customers
- Medical and dental
- 401(k) Plan
- Paid holidays and paid time off (PTO)