

Field Service Engineer

JOB DESCRIPTION

Title: **Controller**

Reports to: President / CEO

Location: Snoqualmie WA

Organization: A high-tech manufacturing company with 55 employees founded in 1995.

Position Overview:

- This job has all the usual requirements for a Controller in an ISO-certified manufacturing environment, but the real attraction is their employees and the customers they support.
- Having a strong “cultural fit” is vital since they work hard and their mission is challenging: They provide engineered solutions in high-density electronic interconnects, which is very technical and geared toward globally-competitive markets such as medical and semiconductor devices.
- They are in a specialty-market niche with big-time high-growth potential and are committed to being very successful.
- This is a high-impact position that reports to the President/CEO and is responsible for overseeing the development and administration of their accounting systems, implementation practices and controls that conform to accepted accounting practices and reflect operating budgets and profitability goals.

The ideal candidate:

- Must be able to accomplish the customary role of a manufacturing Controller, including managing an excellent Accounting Manager and Bookkeeper who have set a high standard for general accounting practices.
- The Controller is expected to implement similar excellence in costing and higher-level analysis and reporting.
- Must have strong manufacturing experience, job cost accounting skills, and ERP management experience.
- Must be keenly intent on personal growth since this position can eventually become the company’s Chief Financial Officer (CFO).
- Must be a hard-working self-starter who is biased toward collaboration and support, and is able to juggle many open-ended tasks without being consumed by them while enjoying the absurdity of life.

Duties / Responsibilities:

- Provide status of the company’s financials by collecting, interpreting, and reporting financial data.

- Supports the company's growth strategy by improving and maintaining summary and detailed financial performance metrics.
- Improve and implement detailed product and process costing methods in close collaboration with other departments.
- Will be a contributor in selecting a new ERP system and will manage the implementation process.
- Will ensure compliance by establishing, documenting, monitoring, and enforcing financial policies and procedures.
- Will protect the company's assets by establishing, monitoring, and enforcing internal controls.
- Will continuously monitor and confirm the company's financial condition by conducting audits and providing information to external auditors.
- Will establish cash management strategies, maximize return, limit risk on cash by minimizing bank balances, and help make appropriate investments.
- Will manage external financial relationships including bankers, auditors, etc.
- Will prepare budgets by establishing schedules; collecting, analyzing, and consolidating financial data; and recommending appropriate plans.
- Will ensure the company complies with federal, state, and local legal requirements by studying existing and new legislation; anticipating future legislation; enforcing adherence to requirements; filing financial reports; advising management on needed actions.
- Will manage financial staff by recruiting, selecting, and training employees, and manage performance results by coaching, counseling, and disciplining employees; will continuously plan, monitor and appraise staff results.
- Will manage the Human Resources and Office Management function within the company, including internal and outside consulting resources as needed.

Qualifications / Requirements:

- Excellent communication skills – written and verbal.
- Able to work independently as well as cross-functionally to create alignment.
- Results-oriented, self-starting individual with attention to detail and desire to improve.
- Bachelor's degree in Accounting or similar.
- 7 - 10 years working as a Controller or related role.
- Strong general and cost accounting experience in a manufacturing environment.
- Knowledge of ERP, GAAP, FP&A, Cash, Treasury, and banking relationships
- Excellent personal computer skills, including advanced Excel skills (Index, Match Functions and Pivot Tables).
- Ability to manage the Human Resources function, including internal and external HR staff.

For consideration and additional information please contact:

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