

# *Kim Finch Cook Executive Recruiter, Inc*

## Position Profile

Title: Accounting Manager

Location: Poulsbo, WA (Relocation is provided)

Reports To: CFO

Organization: Privately held International sporting goods manufacturing in exciting Poulsbo WA. If you enjoy the outdoors and year around sporting adventures, this is the island for you! Close to Seattle (35 minute ferryboat ride), lower cost of living and close community!

Description:

### **Position Purpose & Responsibilities:**

The Accounting Manager is responsible for all areas of financial accounting including the day to day accounting operations including G/L, Accounts Receivable and Accounts Payable, Cash Flow forecasting. The Accounting Manager will be responsible for leading the month end close process including the preparation of consolidated financial statements and monthly balance sheet reconciliations. The Accounting Manager should have experience in a multi-currency environment and will be responsible for the following:

### **Essential Duties and Responsibilities**

- Develop and maintain financial reporting and General Ledger
- Leverage NAV ERP system to streamline business processes
- Manage the month end close process including preparation of consolidated financial statements and monthly variance analysis against budget
- Assist CFO managing cash requirements and compliance with bank covenants
- Accounts Receivable and collection
- Accounts Payable
- Support budgeting and forecasting activities
- Collaborate and work cross-functionally with other departments
- Monitor and analyze Finance department workflow to develop more efficient procedures and use of resources while maintaining a high level of accuracy
- Work with CFO regarding financial results and special reporting requests
- Provide oversight of the General Ledger
- Assist in coordinating of annual audit
- State and local tax compliance and reporting
- Assist in development and implementation of new policies and procedures
- Provide training
- Lead special projects
- Perform other duties and responsibilities as assigned

### **Supervisory Responsibilities**

- Manage accounting staff of two.

### **Qualifications, Experience and Education Requirements**

- Minimum of 5 years of professional accounting experience including 2 years management
- Public accounting (audit) experience 2+ years
- Strong Excel and Navision software skills
- Licensed CPA
- Experience with MS Dynamics NAV required
- Bachelor's degree / Accounting

### **Certificates, Licenses, Registrations**

- Licensed CPA

For consideration and additional information please contact:

Kim Finch Cook Executive Recruiter, Inc.

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206 890 4817

[www.kfcook.com](http://www.kfcook.com)

**Certificates, Licenses, Registrations**

CPA or CMA preferred but not required.

For consideration and additional information please contact:

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