

APPLY NOW!

Compensation:
\$150,000.00 - \$175,000.00 base salary
+ Full Benefits



Title: Controller

Summary:

Manages the financial requirements for the company, including financial statement preparation and analysis, financial budgeting, capital budgeting, corporate reporting, and complying with outside audit requirements.

Essential Duties and Responsibilities:

- Guides financial decisions by establishing, monitoring, and enforcing policies and procedures for two manufacturing locations.
- Protects assets by establishing, monitoring, and enforcing internal controls.
- Monitors and confirms financial condition by conducting audits; providing information to external auditors.
- Maximizes return, and limits risk, on cash by minimizing bank balances of the company's overseas operations.
- Prepares budgets by establishing schedules; collecting, analyzing, and consolidating financial data; recommending plans.
- Achieves budget objectives by scheduling expenditures; analyzing variances; initiating corrective actions.
- Provides status of financial condition by collecting, interpreting, and reporting financial data.
- Prepares special reports by collecting, analyzing, and summarizing information and trends.
- 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.
- Prepares income statements, monitors financial transactions, and oversees entries into the accounting systems (local and nationwide).
- Completes operational requirements by scheduling and assigning employees; following up on work results.
- Maintains financial staff by recruiting, selecting, orienting, and training employees.
- Maintains financial staff job results by coaching, counseling, and disciplining employees; planning, monitoring, and appraising job results.
- Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies.
- Protects operations by keeping financial information and plans confidential.
- Contributes to team effort by accomplishing related results as needed.
- Makes sure that the organization's accounting system complies with generally accepted accounting principles (GAAP), Sarbanes Oxley, and legislative requirements.
- Leads the department's management team in all aspects of the General Ledger Accounting, Accounts Payable, Accounts Receivable, Payroll, manufacturing costing and month-end closing.
- Ensures consistency is applied throughout the company when it comes to our fully integrated and centralized manufacturing ERP and Accounting System.

Education, Training, Skills and Experience

Requirements:

- Knowledge of Generally Accepted Accounting Principles
 - Conflict resolution & problem-solving skills
 - Highly developed sense of integrity and honesty
 - Economic justification of capital investments
- Knowledge of Accounting & Management Information Systems
Knowledge of cost accounting principles and applications
Degree in Accounting and preferably a Master's degree in accounting, finance or business
CPA preferred

Bachelor's degree , Preferably Master's Degree in Accounting preferred.

Reports To: General Manager

Position Location: Tolleson, AZ

Telephone:

866-451-4405

Website:

www.martins-ig.com