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Controller

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Company: Midwest Automotive Designs

Location: Elkhart

Category: other-general

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Controller – Midwest Automotive Designs

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Location Elkhart, IN

Job Title: Controller

What a day in the life of a Controller at Midwest Automotive Designs looks like:

This position reports directly to VP Finance. Acts as Finance business partner to the VP/GM providing value-added analysis to increase revenue and profits, generate cash and meet overall business goals and objectives. The Controller has full responsibility for the organization's accounting and finance function including implementing policies

and procedures.

Responsible for preparing financial statements, internal/external reporting packages. Ensure sox compliance, internal controls, facilitate audits, and other inquiries

Prepare monthly rolling forecasts for the fiscal year (P&L, Cash) working with functional areas (commercial, purchasing, operations). Explain performance variances and key drivers.

Responsible for the integrity of the plant reporting systems, (i.e., receiving, shipping, inventories, labor efficiency, material usage, etc.) so that accurate financial statements that are bridged to budget and forecast can be submitted for each month's business activity by the established deadlines.

Coordinate the activities of the plant in the areas of accounting costs and budgets through the review of the operations and the criteria used for developing cost standards and expense budgets to establish an acceptable base for measuring product cost, expense control, and plant performance.

Regularly monitors plant performance to targets to track progress, makes modifications as necessary, and accurately forecasts anticipated performance.

Ensure proper account distribution for item expenses, inventories, fixed assets, etc.

Facilitate the monthly closing process along with accounting staff to meet reporting requirements and deadlines.

Coordinate the taking of annual physical inventory to assure accurate ending inventories balance.

Monitor cycle count program for completeness and accuracy.

Prepares appropriation requests and the justification of it for capital expenditures to ensure that the funds are being requested in accordance with corporate guidelines.

Responsible for conducting monthly financial reviews with plant staff to track performance and forecast improvements.

Responsible for ensuring that all financial, and governmental reports are completed and submitted in a timely manner.

Responsible for maintaining the accuracy of all balance sheet accounts by ensuring that account reconciliations are completed monthly/quarterly as scheduled.

Coordinate all activities, related to year-end audit requirements, SOX compliance, operating plans, forecasts, and outlooks.

Monitor and resolve any issues regarding procedures, systems, or cost centers. Delegates accounting function to members of the accounting department and follows up to ensure that attainment of assigned goals

Review and approve all continuous improvement initiative reporting of anticipated and actual results.

Directly supervises the accounting staff. The Controller is responsible for the overall direction, coordination, and evaluation of this team. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws.

Responsibilities include training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints, and resolving problems.

Required education, skills, and experiences to be successful:

Bachelor's degree with major in accounting or equivalent, Preferred: CPA.

5+ years of progressive experience in accounting/finance at an industrial manufacturing company.

Demonstrated broad background in all aspects of accounting, finance, planning and analysis, reporting, sox compliance, and IT systems.

Experience and knowledge of ERP Systems/Implementation

Demonstrated effectiveness in a fast-paced, growth-oriented organization, requiring flexibility and adaptability to changing organizational priorities.

Solid project management and problem-solving capabilities.

Ability to effectively present information to top management and supervision of staff.

Ability to effectively manage change and process improvement.

Ability to read, analyze, and interpret technical accounting material, financial reports, legal documents, respond to inquiries from customers, and regulatory agencies.

Proficiency with Microsoft Office suite (Advanced Excel).

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