Financial Controller Job Description

We are looking for a Financial Controller to be responsible for overseeing the transactional activity of our accounting department, auditing monthly financials, and preparing financial reports, which include balance sheets, cashflow statements and P&L.

Duties/Responsibilities

* Monitoring Internal Controls
* Managing Accounting Records
* Preparing financial reports
* Preparing income statements
* Participating in budgeting processes
* Audit company financials on an ongoing basis for accuracy
* Oversee all activities related to state and federal tax compliance issues
* Oversee year-end tax reporting for employees and contractors
* Ensuring accuracy of financial information

Requirements

* Master's degree in accounting or equivalent.
* Proven experience in finance management.
* Good communication skills.
* Strong leadership qualities.
* Excellent interpersonal skills.
* Sound knowledge of accounting fundamentals.
* Auditing experience.
* Compliance oriented.
* Proficiency in accounting QuickBooks.
* Analytical skills.