

We're hiring!

Position: **Assistant Controller**

RND Automation, a rapidly expanding robotic automation, assembly & packaging equipment company is seeking an Assistant Controller for Florida's largest industrial automatic, robotics, and packaging machinery manufacturer in Lakewood Ranch, Florida.

Job Description

The Assistant Controller will maintain day to day financial operations of the Lakewood Ranch facility and will support corporate finance, and capital procurement decisions with the guidance of the Chief Financial Officer and President.

You will support the CFO in all accounting related activities, including management of accounting staff, preparation of financial statements in accordance with U.S. GAAP, and implementation of internal controls. The Assistant Controller must be responsible, organized, and detail oriented with exceptional accounting skills and Percentage of Completion experience.

Duties and Responsibilities

- Ensure Accounting systems encompass all elements for an engineering & manufacturing firm including cash flow analysis, budgeting, CapEx decision making
- Prepare monthly and quarterly financial statements
- Prepare a rolling 13-week cash flow forecast on a weekly basis
- Establish and maintain internal controls to prevent errors in financial statements
- Manage all aspects of the general ledger
- Provide monthly, quarterly, and year-end analysis of budget vs. actual results
- Coordinate the annual budget process
- Research accounting issues for compliance with U.S. GAAP
- Prepare and assist with audits.
- Supervise direct reports in Accounts Receivables and Accounts Payables
- Tax and regulatory compliance, as well as corporate earning of economic development incentives and R&D tax credits
- Risk management and risk assessment
- Works closely with Director of Sales to ensure terms of payment are being met for milestone projects.
- Other ad-hoc requests, as needed

QUALIFICATIONS

(Minimum required credentials)

- Bachelor's degree in Accounting or Finance required, MBA desirable
- 5+ years of progressive accounting experience
- Thorough knowledge of U.S. GAAP
- Strong experience in Percentage of Completion
- Ability to manage, guide and lead employees
- Strong communication and organizational skills with the ability to work effectively across organizational and functional boundaries, effective communication with supervisor and subordinates
- Excellent computer skills, including proficient use of MS Office and above average Excel and PowerPoint skills, and an integrated accounting software package
- Must demonstrate leadership skills, have a passion for continuous improvement and have a demonstrated ability to handle multiple deadlines and priorities in a changing environment

ADDITIONAL INFORMATION

- Please apply to Marna Perkins at mperkins@rndautomation.com
- Principals ONLY - No Recruiters Please

RND Automation Supports Equal Opportunity Employment & Diversity