

## Financial Controller Job Description 2023

The Financial Controller at Linder Global Events is responsible for ensuring the organization remains in good financial standing and overseeing financial statements including balance sheets, invoices, accounts payable and accounts receivable. Their duties include compiling financial reports based on financial statements, implementing policies and procedures for financial reporting, and overseeing payroll processes.

## Essential Duties and Responsibilities

The Controller is responsible for planning, organizing, coordinating, directing, and monitoring all aspects of the financial operations of the company, including accounting, payrolls, financial reporting/systems, budget, cash management and other finance-related functions. The Controller is also responsible for conducting internal control audits to be sure the business is in compliance with legal and ethical business practices. Other responsibilities include:

- Managing the company's financial transactions
- Preparing financial documents such as business reports, financial forecasts, and statements to understand the financial state of business
- Monitoring the company's financial reports and determine ways to manage expenses and revenue
- Understanding the financials of a company in order to meet legal requirements and keep the financial state in good standing
- Assisting in the annual budget process
- Providing financial training to employees when needed
- Evaluating and managing financial risk
- Assisting management with important financial decisions

## Minimum Qualifications

Bachelor's degree in accounting and 3-5 years of progressively responsible financial management experience. CPA designation or on track to receive CPA license. Proven increasingly responsible work experience in managing fiscal, auditing and accounting functions including payroll or any equivalent combination of education and experience that provides the required knowledge, skills, and abilities.

## Job Type

This is a full-time, salaried position.

## Benefits

- Paid time off
- Medical Insurance, including Dental and Vision
- Life Insurance
- 401(k) plan
- Professional Development Opportunities

## Where will you work?

Covid-19 sent us all home to work. Our team has been adaptable, productive, and successful and while we continue to give the option to work from home, we also ask you to have a presence in the office. Most staff work in the office 2 - 3 times per week, others have set a different schedule. The key here is to identify with your supervisor, what works best for you to produce the outcomes we need to serve our clients.