



Title: Accounting Manager/Assistant Controller

Location: Overland Park, KS

Job Description: **JOB SUMMARY**

Creative Planning's Accounting Manager/Assistant Controller is responsible for assisting the Controller and CFO in maintaining timely and accurate GAAP financials, with key involvement in the month end and quarter end close process. The position requires thorough knowledge of accounting and finance, planning, auditing, monitoring, reporting, and risk management. Involvement at both a tactical and strategic level will be required to meet the current and future needs of the company. Operating in a high growth, fast paced environment the position will assist in the analysis of key performance metrics, trends, and forecasts while helping to seamlessly integrate the finance functions of acquired companies.

We do not accept resume submissions from third-party recruiters or staffing agencies. Please contact our recruiting team directly.

PRIMARY JOB DUTIES

- Assist in the proper recording of consolidation entries to produce a single set of GAAP financials with multiple underlying entities
- Maintain financial reports, records, and general ledger accounts
- Perform key account reconciliations on a monthly and/or quarterly basis
- Ensure that the proper adjusting entries are made in order to comply GAAP
- Participate in the financial due diligence for any mergers and acquisitions and help manage the integration process for the relevant functions (including financial and accounting).
- Responsible for assisting in management of finance and accounting team
- Responsible for providing analytical support to retirement services (401k) team
- Assist in the development and implementation of accounting procedures by analyzing current procedures and recommending changes
- Meet processing and reporting deadlines, assisting with month-end close processes
- Responding to information requests, reviewing financial statements, and assisting with audits
- Maintaining and enhancing financial controls and procedures to ensure compliance with accounting standards and regulatory requirements
- Other duties as assigned

REQUIRED EXPERIENCE / QUALIFICATIONS

- Bachelor's degree in accounting or finance or related field, CPA license preferred
- 3+ years of audit/accounting experience

- Working knowledge of GAAP and accrual accounting

PREFERRED EXPERIENCE / QUALIFICATIONS

- Strong numeracy and analytical skills.
- Good problem-solving and time management skills.
- Highly organized and detail-oriented
- Hands on attitude to thrive in a flat organizational culture