



CREATIVE PLANNING

Title: Outsourced Accounting – Controller

Location: Any Location/Hybrid/Remote

JOB SUMMARY

As an Outsourced Accounting Controller you will work directly with clients to help manage their accounting and finance department, prepare financial reporting, and perform financial analysis. This position requires monitoring of details to effectively manage financial information and solve accounting issues for our clients.

JOB DUTIES

- Appropriate utilization and efficiency of software applications
- Development of budgets, forecasts, and KPIs
- Commission Calculations
- Prepare adjusting journal entries
- Assist in month end closing and reconciliations
- Review and analyze financial statements
- Maintain Fixed Assets schedule
- Process improvement through automation and industry-specific best practices
- Prepare reports for year-end audits
- Ability to adapt to client needs by providing immediate short-term solutions while working toward implementation of long-term goals
- Set and meet defined deadlines on projects with clients

REQUIRED EXPERIENCE / QUALIFICATIONS

- 5+ years accounting experience.
- Familiarity with accounting systems
- Proficient in Excel
- Ability to work with multiple clients

PREFERRED EXPERIENCE / QUALIFICATIONS

- Great Plains software
- 7+ years Accounting or Financial Analysis or other Financial Services experience

TECHNICAL SKILLS

- MS Office /Windows experience particularly financial modelling and data management in Excel
- Strong analytical and problem-solving abilities
- An understanding of financial statements
- Excellent written and verbal communication skills
- Ability to communicate effectively with clients via email and phone