

## Controller US Operations

**Location:** Blackhawk Rd. Rockford, IL

**Department:** Finance

**Reporting To:** Aaron Potter

**Hours:** 7:30am - 4pm

### JOB DESCRIPTION:

The Controller is accountable for all aspects of general ledger, cost systems and financial reporting within the accounting operations. This individual is responsible for inventory valuation, overhead allocations, product cost studies and product line profit reporting, capital expenditure justification, budgeting and accurate and timely general ledger and period end closings.

### ESSENTIAL FUNCTIONS:

- Manage the accounting functions including general ledger and cost systems, payroll and accounts payable and the month-end closing process to ensure timely and accurate reporting
- Prepare, analyze and distribute timely monthly financial statements and management reports
- Calculate revenue and expense variance from budget and report significant issues to management
- Coordinate annual physical inventory and provision of information to external auditors for annual audit
- Maintain customer pricing files and provide pricing guidance to Sales staff
- Oversee the capital and major expenditure process
- Coordinate with Sales, Management and others to prepare the annual plan and interim monthly forecasts
- Negotiation of revenue and expense budget levels with a focus on productivity and business unit contribution
- Ongoing communication and consultation with departmental management
- Completion of various ad hoc and ongoing financial analysis activities
- Maintain a documents system of accounting policies and procedures, chart of accounts, an orderly accounting filing system and a system of controls over accounting transactions
- Calculate and issue financial and operating metrics
- Provide financial analyses (ie. capital investments, pricing decisions and contract negotiations)
- Ensure compliance with Corporate policies and procedures
- Conform to environmental management system requirements

### EDUCATION AND/OR EXPERIENCE:

- Bachelor's degree in Accounting or Business Administration or equivalent business experience
- 10 years professional experience with at least 5 years in finance and accounting management
- Understanding of computers, software and database management
- Prefer Certified Public Accountant or Certified Management Accountant Designation

### PAY AND BENEFITS:

- The budgeted range for this role is \$70,000 USD - \$140,000 USD per year. The salary range provided is a good faith estimate representative of the desired level of experience for the position. Bergstrom Inc. considers several factors when extending an offer, including but not limited to, the role, function and associated responsibilities, a candidate's work experience, education/training and key skills.

- Hired applicants may be eligible for benefits, including but not limited to, Bergstrom's discretionary incentive, medical, dental, vision, life insurance, short-term disability, long-term disability, 401(k) match, flexible spending accounts, employee assistance program, tuition reimbursement, paid time off and holidays.

**TO APPLY:**

If you would like to be considered and meet all the position requirements, please [email](#) your resume and cover letter to Andrew Hall in Human Resources.

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