



Virtual Controller/CFO

The Virtual Controller/CFO is responsible for managing the ongoing financial reporting operations of each Outsourced Accounting client. The Virtual Controller/CFO also serves as the primary liaison between the client and the client's tax preparer and other professional service providers.

Responsibilities:

- Weekly/monthly/quarterly client telephone meetings with "A" clients relating to ongoing WIP and special projects, "Open Items" lists
- Preparation of complex client Key Performance Indicators (KPIs), Critical Success Factors (CSFs) and other management reports prepared by Accounting Manager
- Recommending of comprehensive set of controls designed to mitigate risk, enhance the accuracy of the client's reported financial results, and ensure that reported results comply with generally accepted accounting principles
- Budgeting & forecasting, cash flow and other strategic planning with the client
- Cost accounting and management
- Business skills, strategy and business models
- Integrated resource and performance planning, solutions implementation, and management with other business areas (marketing & sales, HR, technology)
- Management of new client implementations and ongoing support
- Primary client ally in relationships with client's professional team (attorney, insurance and financial experts, banks, etc.)
- Staff and technology resource planning/management
- Business development and growth initiatives of the practice
- Retention of talented people through strong leadership and coaching/mentoring relationships

Qualifications:

- Bachelor's Degree in Accounting with minimum GPA of 3.5
- Active CGMA license preferred
- 3-5 years managing staff in a pay-for-performance environment preferred
- 7-10 years of experience in public accounting working with clients in the \$1-\$10 million in revenues per year range
- Strong technology skills
- Home office environment, including separate work area
- Experience working in a paperless environment
- Strong interpersonal and relationship building skills
- Team player with a positive "can-do" approach
- A general and growing knowledge of firm products and services in the practice area, and a general knowledge of products and services in other practice areas

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