



Financial Controller

Greensea is a world leader in navigation and control technology for marine robotics. We develop software and hardware, revolutionizing the working relationship between people and machines, both on and under the sea. Our technology gives robotic systems the intelligence to work autonomously, and operators the tools to effectively communicate with them. Greensea's business includes commercial navigation and control products, research and development, and large custom developments for some of the most demanding and spectacular projects done beneath the ocean. We are known for our innovative and powerful technology – and the people behind it.

Job Description

The Financial Controller is responsible for overseeing the accounting operations of the company, production and presentation of periodic financial reports, maintenance of an adequate system of accounting records, and the management and implementation of a comprehensive set of controls and budgets designed to mitigate risk, enhance the accuracy of the company's reported financial results, and ensure that reported results comply with generally accepted accounting principles. This position works closely with the CEO and COO to define and maintain financial strategy and growth.

Responsibilities

- Maintain timely and accurate financial statements and reports.
- Develop, implement, and ensure compliance with internal financial and accounting policies and procedures.
- Establish forecast and provisional Indirect Rates, and monitor against actuals.
- Review all supporting information for the annual tax preparation and liaise with external accountants as necessary.
- Oversee and ensure documentation and accurate supporting information is complete for all financial transactions.
- Maintain scheduled month-end procedures. Review GL accounts and AR/AP month-end balances, sign off on bank account and credit card reconciliations, determine if any accruals need to be recorded, etc.
- Review monthly results against budgets and implement monthly variance reporting.
- Manage the cash flow and prepare cash flow forecasts in accordance with policy.
- Oversee and manage policies and procedures to ensure that financial information is secure and stored in compliance with current legislation.
- Manage the acquisition of capital assets and ensure that assets are properly recorded, amortized, and disposed of as appropriate.
- Establish guidelines for budget and forecast preparation, and prepare the annual budget in consultation with the Executive Officers.
- Monitor risk management policies and procedures to ensure that organizational risks are minimized.
- Maintain and work within the currently implemented financial modeling and projection software tool based on Adaptive Insights.



- Maintain and work within Quickbooks accounting software.
- Manage the integration of sales and projections data (as implemented in SalesForce) with the financial reporting process.
- Work directly with company management to inform and lead corporate decisions from a financial perspective.
- Prepare share-holder reports and quarterly board reports.

Requirements

- Bachelor's degree in Accounting or Business Management.
- 3-5 Years financial responsibility.
- Familiarity with DCAA accounting preferred.
- Proficient in spoken and written communications.
- Understands and models ethical behavior and business practices. Ensures own behavior and the behavior of others is consistent with these standards and aligns with the values of the organization.
- Adherence to strict confidentiality policies especially when handling financial and personnel information.
- Able to assess situations to determine the importance, urgency and risks, and make clear decisions which are timely and in the best interests of the organization.
- Proficient in problem solving and the ability to determine strategies to move the organization forward, set goals, create and implement actions plans, and evaluate the process and results.
- Ability to work with little management or guidance on a daily basis. Self-motivating and self-guided.

To apply, please send your resume, salary requirements, and cover letter to careers@greensea.com as PDF documents. The candidate must be eligible to work in the United States. This position is based in Richmond, Vermont.

Greensea (www.greensea.com) is an equal opportunity employer. We offer a casual and fun work environment, competitive salaries, and a complete benefits package including full health insurance, 401(k), paid vacation, and sick leave.