

# Controller

The Controller will serve as a key participant in Senior Management, the Controller has the primary responsibility for the oversight of Finance. Finance includes financial reporting and analysis, customer billing, general accounting, accounts payable, cash management, and promoting regulatory compliance.

## Knowledge, Skills & Abilities

- Must have a strong knowledge of cost accounting, financial reporting and financial accounting, including GAAP.
- Strong communication and interpersonal skills with the ability to present financial information to non-financial managers.
- Excellent analytical and abstract reasoning skills, plus excellent organization skills.
- A strong understanding of tax codes and laws.
- Advanced knowledge with Quickbooks and experience with computerized general ledger systems, spreadsheet design, database management and reporting
- Ability to work independently, manage multiple priorities and work in a fast-paced environment.
- Positive attitude, dedication to attendance
- Adaptable to change and detail orientated.
- Thrives in a team environment

## Qualifications:

- Bachelor's degree in Accounting, Finance, or related field.
- Professional Certification, such as CPA designation is desired but not required
- Minimum of 5 year's experience in a financial position

## Principal Responsibilities:

- Ensuring the company complies with all necessary tax, permit, and regulatory requirements.
- Works with Washington Utilities Commission to study existing and new regulations and enforcing adherence to requirements as well as work on future rate cases.
- Filing financial reports and advising management on needed actions within the legislature and WUTC.
- Complete day-to-day activities of general accounting
- Produce monthly customer billing reports
- Manage Accounts Payable

## Rewarding Compensation and Benefits

Eligible employees can elect to participate in:

- Comprehensive medical benefits coverage, dental plans and vision coverage, employer paid premiums.
- Health care and dependent care spending accounts.
- Short- and long-term disability.
- Life insurance and accidental death & dismemberment insurance.
- 401(k) plan eligibility after 6 months of employment
- Paid Time Off

## Disclaimer

The job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Duties, responsibilities and activities may change, or new ones may be assigned at any time with or without notice.

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