

Senior Finance Officer

General Job Description and Primary Responsibilities:

Performs a variety of functions related to coordinating and maintaining an accounting system that properly reflects the financial position of the corporation and complies with all aspects of generally accepted accounting principles and regulatory guidance.

- Reviews new and existing accounting standards to ensure accounting procedures are in compliance with generally accepted accounting principles.
- Assists with the asset/liability function.
- Assists management with daily operations.
- Assists with the annual budgeting process and analysis of budget variances.
- Assists with modeling of growth opportunities and monitoring of previous acquisitions.
- Assists management with regulatory reporting requirements.
- Assists with various internal departmental or functional profitability reports.

Work Experience, Qualifications and Education Requirements:

- Bachelors Degree in Accounting, CPA preferred.
- Experience in SEC filings.
- Five plus years experience in public accounting and/or financial institution accounting.
- Excellent organizational, communication and accounting skills, as well as familiarity with regulations governing accounting in a financial institution.

EOE