

**Chief Financial Officer (CFO)**

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We are assisting our client, SNC Manufacturing, a transformer manufacturing company with locations in Oshkosh, Wisconsin; Acutran, Mexico; and Changzhou, China; with the recruitment and selection of a Chief Financial Officer. This position has oversight responsibility for Finance, IT and Human Resources. The CFO plans, directs and controls the financial, human resources and information systems functions of the Company. Applies generally accepted accounting principles to account for and analyze financial information. Makes recommendations to the President on financial and information system matters. Guides financial decisions by establishing, monitoring, and enforcing policies and procedures. Protects assets by establishing, monitoring, and enforcing internal controls. Monitors and confirms financial condition by conducting audits and providing information to external auditors.

***Principal Duties and Responsibilities:***

1. Works closely with the President to establish financial objectives. Advises the President on financial matters in general.
2. Develops, implements and monitors annual plans and budgets to meet short and long-term financial goals.
3. Analyzes operating results and creates associated reports.
4. Ensures quality, accuracy, and thoroughness of the accounting and financial activities of the company. These activities may include cost accounting, accounts payable, accounts receivable, general ledger, inventory controls, payroll, daily cash control and deposits, bank reconciliation, expense reports, contracts, etc.
5. Ensures the integrity of the general ledger and reviews monthly journal entries.
6. Oversees and coordinates the financial information system. Implement new programs, reports, and procedures as necessary to meet management information needs and educate users. Ensures that software programs and company information are secured through regular backups and off-site storage.
7. Safeguards the financial resources of the business through establishing and monitoring programs for internal controls and general security. Informs the President of any irregularities or suspicions.
8. Prepares regular financial reports including P&L, balance sheet, and cash flow statements and presents to the President. Responsible for all daily, monthly and annual financial reporting including those created by accounting team members.
9. Collects data, analyzes information, prepares reports, and makes recommendations on special projects as needed or requested by President or other leadership team members.
10. Supervises accounting, human resources and technology team members. Recruits, interviews, selects, trains, appraises and counsels employees to ensure they can perform their jobs and meet or exceed expectations for assigned work. Makes recommendations on wage adjustments and disciplinary actions. Monitors daily activities of staff to ensure work is performed timely and accurately. Meets with employees regularly to get their input on ways to improve operations.
11. Handles the procurement, oversight, and general administration of all employee benefits and records including, worker's compensation, health and dental insurance, profit sharing and 401(k) retirement plans, and disability insurance.
12. Oversees preparation and accounting for Company payrolls. Closes out year-end payroll and ensures that W-2s are prepared timely and accurately.

Ensures that all employment tax reports and deposits are made in a timely manner.

13. Works with CPA firm to plan for and efficiently conduct annual audit/review of Company accounts. Prepares year-end audit work papers if necessary.
14. Keeps current with developments in accounting and tax issues to identify potential problems or opportunities. Discusses findings/questions with President.
15. Handles the procurement, oversight, and general administration of business insurance lines.
16. Other duties as assigned.

**Knowledge, Skills, and Abilities:**

- Four-year degree in accounting required.
- Minimum five years of experience in accounting management complimented by human resources, benefit administration, and information systems experience.
- Experience with an ERP system required. Netsuite and Macola Progression a plus.
- Manufacturing experience preferred.
- Bilingual Spanish and/or Chinese beneficial.
- Integrity and honesty, along with the ability to gain the trust and respect of the President, and all associates is vital in this position.
- Quality, accuracy, timeliness and thoroughness of work performed.
- Adherence to GAAP.
- Ability to communicate effectively and develop good working relationships with others.
- Soundness of business decisions made.
- Attention to detail.
- Critical thinking skills.
- Strategic thinker.

If you are an enthusiastic leader who prides yourself on providing world class service and would like to learn more about this opportunity, please submit your resume via our client application portal.

<https://wipfli-cu1106505-wp.filefinderanywhere.com/Webport/Jobs/Details/5eb528f4-e6d5-4f3f-814e-847b9edfe9ab>

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