
Job description

We are looking for a Construction Controller to work alongside our accounting department in managing cash flow, invoicing, cost projections, and other accounting related tasks of construction.

Accountabilities:

- Performing basic accounting procedures, e.g. A/R, A/P, P/R, G/L, tax payments and inventory control
- Job costing, budgeting, and forecasting.
- Oversee contracts, processes, job documentation and job costing.
- Work directly with Project Managers
- Play an integral role in monthly close, including preparation of journal entries, completion of balance sheet reconciliations and analysis of account fluctuations
- Preparing financial statements, e.g. monthly and quarterly financial reports
- Month end and quarterly closing (e.g. balance sheets, income statements and cash flow statements)
- Analyzing and reconciling general ledger accounts and investment transactions in conjunction with preparing quarterly reports for management
- Assisting with annual financial and 401K audits by serving as company liaison with auditors
- Communicating with customers to address any past due invoices on their account
- Producing financial data for management team upon request and assisting with other special accounting projects from time to time
- Performing analysis of operations on a monthly basis
- Research and filings to ensure tax compliance
- Assisting with annual income tax filings and serving as company liaison with tax firm
- Perform daily reconciliation of bank accounts
- Analyze contracts to ensure proper revenue recognition under GAAP
- Assist in the maintenance of inventory/asset records
- Calculate sales tax payments, file sales tax returns and record sales tax expense
- Support the internal/external financial reporting objectives of the company, including but not limited to GAAP reporting, and tax compliance

Qualifications:

- Bachelor's degree in accounting
- 5+ years Senior Accounting/Controller Role in the construction industry.
- CPA preferred
- Experience in cost accounting, unit pricing and Revenue Recognition Methodology
- Proficiency in Microsoft Excel required, experience in SAGE software is a plus
- Strong attention to detail, accuracy, and deadlines required

- Self-starter with the ability to prioritize, organize and plan work in the most efficient manner given varying transactional volumes throughout the year
- Strong tact and diplomacy; must be able to interact with all levels of personnel in a professional and courteous manner
- Ability to foster teamwork and work cooperatively to make effective decisions and resolve issues
- Ability to recognize areas in which process improvements can lead to greater overall efficiency
- Proven familiarity with the concepts of GAAP
- Confidentiality is required
- Job type: Full time

Salary: \$85,000 - \$100,000

This position is based out of our St. Louis office but will require some monthly traveling to our Headquarters located in Tipton, Missouri