

Crown Exteriors Inc.
434 Hale Ave. N
Oakdale, MN 55128
651-236-9227
info@mncrownexteriors.com



Finance & Accounting Manager

JOB DESCRIPTION

Crown Exteriors invites a motivated Financial Manager to join our team, an opportunity designed for those who not only aim for excellence in their career but also desire to make a significant impact in a rapidly growing company. This position is your gateway to evolve into a future Controller, offering a unique blend of professional growth, challenge, and the chance to be part of our success story. Ideal for an ambitious individual, ready to roll up their sleeves and dive into the heart of our financial operations, ensuring accuracy and compliance. With us, you'll find more than a job—you'll discover a mission to excel, powered by a culture that values hard work, mutual support, and the relentless pursuit of improvement. If you're prepared to take your career to the next level and play a key role in our journey, we invite you to consider being part of our team.

Job Responsibilities:

- Manage (and perform as needed) day-to-day financial transactions in accounts receivable, accounts payables, and general ledger entries to keep financials accurate and up to date.
- Oversight, review and responsibility of all month-end, quarterly and yearly accounting entries needed to prepare financial statements and analytics in a timely manner.
- Assist in budgeting preparation & forecasting of annual budgets, including variance analysis and recommendations for adjustments.
- Preparation of financial statements/reports for key leadership personnel.
- Preparation of, and collaboration with leadership in creation and implementation of organizational metrics/KPI's.
- Responsible for developing, maintaining, and reviewing the cost accounting structure and its implementation across accounting processes, ensuring alignment with company goals and financial strategies with attention to compliance with regulatory requirements and best practices.
- Manage the review and enhancement of accounting processes, including automation initiatives and system integrations, to improve efficiency and accuracy.
- Maintain internal controls over financial processes and alert leadership by recommending risk mitigation solutions.
- Responsible for daily cash flow, liquidity, and working capital to optimize financial resources and support of business growth initiatives with real-time reporting available to key stakeholders through dashboard analytics.

- Conduct financial analysis and modeling to evaluate investment opportunities, pricing strategies, and cost saving initiatives.
- Collaborate with external auditors, tax advisors, and regulatory agencies to ensure compliance with financial reporting and tax requirements.

Qualifications:

- Bachelor's degree in Accounting, Finance, or related field is highly preferred.
 - CPA or MBA is strongly recommended but not required.
- 3-5 years relevant experience working in accounting, finance or related fields.
- Thorough knowledge and understanding of GAAP
- Excellent interpersonal skills with the ability to interact effectively with colleagues at all levels of the organization.
- Strong understanding of financial principles, practices, and regulations, with the ability to apply them effectively in a business setting.
- Proficiency in financial modeling, budgeting, forecasting, and financial analysis techniques.
- Strong verbal and written communication skills with the ability to explain complex financial information to non-financial stakeholders.
- Proficient skills in QuickBooks (or other ERPs), Microsoft Excel (e.g., pivot tables, XLOOKUP, Pro Forma's), and ideally analytics experience (e.g., Power BI, Tableau)
- Experience with all segments of accounting such as: accounts payable, accounts receivable, payroll, and general ledger.
- High degree of accuracy and attention to detail
- Proven track record of driving process improvements and implementing best practices to enhance efficiency and effectiveness.
- Possesses a high growth mindset, with proven ability to quickly learn new concepts and adapt to changing business needs or technologies. This includes staying abreast of regulatory changes, mastering new financial software platforms, and adjusting strategies in response to organizational shifts or market trends.

Compensation/Benefits:

- Salary commensurate with experience
- Benefits:
 - 401(k) matching up to 4% paid by Crown Exteriors up to federally mandated limits
 - Full coverage of Health/dental/vision insurance for the employee
 - Disability insurance coverage
 - Responsible Time Off (RTO)
 - Partial coverage of a Lifetime Fitness gym membership

Job Details:

- Full-time
- Day Shift

