



Position Title: Controller

Office Location: Chico, CA

Reports to: Chief Financial Officer

Position Description: River Partners is a private, nonprofit California corporation with offices in Chico, Sacramento, Turlock and San Diego. River Partners' mission is to create wildlife habitat for the benefit of people and the environment. We are a project-focused company that believes in the power of demonstrating environmental improvement through large-scale river restoration and empowering others through partnership and collaboration.

The Controller will manage the accounting operations of the organization including budgeting, auditing, accounts payable, general ledger, and financial reporting in accordance with generally accepted accounting principles and internal policy. This position oversees and helps develop policies and procedures in accordance with accounting practices to make our financial and accounting systems accurate and reliable.

Objectives:

- Provide comprehensive financial reporting by evaluating, analyzing, and reporting appropriate data
- Guide financial decisions by maintaining and applying company policies and procedures
- Support budgeting goals with proper scheduling, analysis, and corrective action
- Develop, implement, and maintain financial controls and guidelines
- Maximize payroll and equipment resource costing efficiency through innovative process development
- Help develop and support short & long-term operational strategies

Responsibilities

- Prepare annual financial statements and manage annual financial audit
- Support and participate in program audits
- Account for and track fixed assets and related debt
- Oversee Accounts Payable, insuring timely processing
- Assist in project billings and project analysis as needed
- Manage corporate credit card account and ensure all accounting is current
- Create and maintain policies, procedures, and forms for accounting activities
- Support in preparation of Indirect cost proposal annually
- Act as financial lead for restoration projects as needed and assigned
- Look for continuous improvement opportunities to automate and or streamline tasks

Required Knowledge Skills and Abilities:

- Intermediate knowledge of 2 CFR 200 federal award guidance
- Knowledge of generally accepted accounting principles and OMB circulars
- Advanced knowledge of cost accounting



- Excellent ability to problem solve and think critically
- Advanced 10-key and MS Excel abilities required
- Ability to establish and maintain effective and professional working relationships with employees, vendors, and project partners
- Show good judgment in identifying and handling confidential information
- Capable of working independently
- Excellent verbal, analytical, organizational and written skills.
- Integrity and ethics beyond reproach
- Commitment and enthusiasm to carry out River Partners mission

Qualifications:

- Bachelor's degree in accounting, finance, or related field. Bachelor's degree in accounting or finance preferred
- CPA or MBA preferred
- 7+ years of increasingly responsible accounting experience
- Experience working with Microsoft Dynamics SL or a similar accounting system

To apply email your resume and cover letter to:
Jobs@riverpartners.org, Subject: Controller

Or send to:
River Partners
Attn: Controller
580 Vallombrosa Avenue
Chico, CA 95926

This position is open until filled. An initial application review will begin on February 10th for this position and interviews will be scheduled shortly after.