



Job Title: Plant Controller

Location: Fond du Lac, WI

Department: Finance

FLSA: Exempt

Reports To: Director, Finance – Tank Trailers

Date: 09/01/2017

Position Description: Manages entire business activity reporting, analysis, budgeting and forecasting, general ledger accounting and month-end close process for the Fond du Lac location. This position will be responsible for continually improving processes and information to the business, developing and maintaining accounting principles, practices and procedures to ensure accurate and timely business activity reporting.

Essential Duties and Responsibilities:

- Provides high quality advice and support to internal decision makers, e.g. business case analysis and costing analysis
- Continually improves processes and information provided to the business for decision making
- Preparation and analysis of accurate and timely business activity reports
- Prepares account reconciliations, accruals and financial close information in compliance with generally accepted accounting principles (GAAP)
- Presents financial information and analysis, including statistical and graphical presentations, to business management
- Conducts informal accounting and operational audits as needed. Addresses internal and external audit issues and requests as required
- Manages and advises business management personnel in the preparation of financial information and analysis to support the annual business plan as well as quarterly/monthly forecasts
- Performs other job-related duties as assigned

Education and Experience Requirements:

- Bachelor's Degree in Accounting or Finance
- 5-7 years accounting experience
- Finance or accounting experience in a manufacturing setting preferred
- CPA preferred

Knowledge, Training, Skills and/or Experience:

- Post-graduate work and/or professional certification is a plus
- Income statement and balance sheet fundamentals
- Spreadsheets—high proficiency
- Knowledge of U.S. GAAP
- ERP and Software literate—SAP, HFM, advanced Excel knowledge, Word, PowerPoint, etc.
- Strong analytical ability to collect data, summarize, draw business conclusions, and present results
- Communication— verbal and written
- Ability to create easy to understand reports for non-accounting business personnel
- Ability to work under pressure due to deadlines and requests for information from multiple internal and external sources

- Interpersonal and team skills
 - Planning skills
 - Ability to forge an effective partnership both with the functional units, operations, and corporate

WORKING CONDITIONS/ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This job operates in a professional office environment in which presenteeism is required. This role routinely uses standard office equipment such as computers, phones, and photocopiers

An employee in this position works in an environment in which safety, environmental and health concerns may demand constant attention. Strict adherence to Corporate and/or Plant policies, rules, and regulations in these areas is required.

While performing the duties of this job, the employee may be exposed to fumes or airborne particles, moving mechanical parts and vibration. The employee is occasionally exposed to a variety of extreme conditions at job sites. The noise level in the work environment and job sites can be loud.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee regularly is required to stand, walk, sit, bend, kneel, stoop, use hands to finger, handle or feel objects, tools or controls; and reach with hands and arms.

The employee frequently lifts and/or moves objects up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.