

Kudler Fine Foods

Job Description

Director of Finance & Accounting

Plans and directs the finance and accounting activities for Kudler Fine Foods.

Essential Duties

1. Develops and implements goals, policies, priorities and procedures relating to financial management, budget, accounting and payroll.
2. Supervises and participates in the preparation of financial statements and reports.
3. Develops accounting procedures to maintain accurate records of receipts and expenditures.
4. Supervises the maintenance of general ledgers, accounts receivable, revenue distribution, depreciation, cost, property, operating expenses, and insurance records for each store, as well as consolidated results.
5. Supports cost analyses and rate studies as required.
6. Prepares statements and reports of estimated future costs and revenues as a part of the strategic planning process.
7. Establishes system controls for new financial systems and develops procedures to improve existing systems.
8. Coordinates preparation of external audit materials and external reporting.
9. Manages relationship with lenders and other financial institutions.
10. Reviews financial statements with management personnel.

Required Qualifications and Experience

CPA or equivalent experience, as well as at least 7 years of experience.