

ALABAMA INSTITUTE FOR DEAF AND BLIND

P. O. Box 698 • Talladega, Alabama 35161



R-9471 Reference#84525575030
Posting Date: January 5, 2023

Candidates who are blind or visually impaired and/or deaf or hard of hearing are encouraged to apply for this position and may be given preference in hiring as permitted by federal laws. Information related to disability is not required, and if disclosed voluntarily, will be used only in AIDB's efforts to create opportunities for individuals with disabilities. Non-disclosure will not subject any applicant to adverse treatment.

POSITION TITLE: Controller
Alabama Institute for Deaf and Blind

ABOUT ALABAMA INSTITUTE FOR DEAF AND BLIND

The Alabama Institute for Deaf and Blind (AIDB) is the world's most comprehensive education, rehabilitation and service program serving individuals of all ages who are deaf, blind, deafblind and multi-disabled and their families. Founded in 1858, AIDB serves more than 36,000 infants, toddlers, children, adults and seniors with hearing and vision loss throughout Alabama each year.

Our services literally span a lifetime including five campuses in Talladega, ten regional centers located in Birmingham, Dothan, Huntsville, Mobile, Montgomery, Talladega, Tuscaloosa, Shoals, Opelika and Decatur with programs that range from early and senior intervention, traditional and nontraditional education services in residential and outreach settings and a manufacturing facility that is the state's largest employer of adults who are blind and deaf

ABOUT THE ROLE

Our employees are among the organization's most valuable assets and resources. We share compassion for leveling the playing field for all. Our Mission makes AIDB a unique place to work and we invite you to be a part of the miracles that happen every day. As a member of the Business Services team, this candidate will thrive in a self-driven environment and work equally well with both management and team members.

Without the strength of our business services team, we would not be able to provide the industry-leading service we are known for. We are seeking an experienced and dynamic accountant to oversee this team in the role of controller. The ideal candidate will be a dynamic leader with proven experience as an accountant in a senior role as well as their ability to lead, motivate and inspire others to perform at their full potential. As a strong communicator and skilled financial analyst, you will make it your mission to streamline our budgeting, payroll, and financial reporting processes. You will produce thorough financial-status reports for senior administrators to help improve our operational efficiency. You will report directly to the Chief Financial Officer and play a vital role to aid in our continued growth.

BASIC QUALIFICATIONS

- Bachelor's Degree in Accounting, Finance or Business Administration
- Minimum ten (10) years of relevant accounting or auditing experience.
- Strong Excel experience with exposure to an ERP system.
- Proficient in accounting and tax preparation software.
- Thorough knowledge of US generally accepted accounting principles (GAAP).
- Proficient in Microsoft Office Suite or similar software.
- Excellent written communication skills.
- Ability to develop, plan, and implement long and short term goals
- Excellent organization and time management skills.
- A sign language proficiency level of SURVIVAL according to the AIDB evolutionary system must be obtained within the first thirty-six (36) months of employment.
- **Upon offer of employment, the applicant must submit to a fingerprint background check at an agency designated and paid by AIDB**

PREFERRED QUALIFICATIONS

- Master's in Accounting, Finance or Business Administration
- Five (5) years of experience as a senior-level accounting or finance manager
- Professional accounting certification, including CPA, CMA, CGFM or CGA
- Exemplary history of financial project management
- Proven payroll experience, with a focus on streamlining accounting processes
- Experience in governmental accounting or auditing

DUTIES AND RESPONSIBILITIES

- Manage and maintain the accumulation and consolidation of all financial data necessary for an accurate accounting of Institute activities
- Produce accurate and timely financial statements in accordance with Generally Accepted Accounting Standards (GAAP) and Governmental Accounting Standards Board (GASB) standards and pronouncements
- Oversee and support accounting and payroll team with dynamic leadership that creates an environment of trust and productivity
- Insure consistent accounting policies, practices, and procedures across all programs, upholding federal, state, and local legal standards by remaining knowledgeable about existing, new, and future legislation
- Monitor and maintain a system of controls over accounting transactions to minimize risk.
- Develop and monitor accounting based performance metrics
- Assess current accounting operations, offering recommendations for improvement and implementing new processes as appropriate
- Produce the annual budget and forecasts
- Report significant budget differences to management.
- Review monthly accounts with school principals and department heads.
- Provide financial analysis
- In conjunction with the CFO, establish financial and operating benchmarks, budgets, program monitoring, and reporting standards on a bi-weekly, monthly, and annual basis
- Work with external and internal auditors and provide needed information for the annual audit.
- Ensure compliance with local, state, and federal government requirements.
- Other duties as assigned by the CFO

ALABAMA INSTITUTE FOR DEAF AND BLIND

SALARY: \$70,823 - \$120,355 Scale A1 Rank 03

Direct deposit is required.

260 Days

Benefits:

- Health, dental, and vision insurance available
- TRS retirement
- Deferred compensation options available
- Paid time off
- 12 paid holidays

DEADLINE FOR APPLICATION: January 19, 2023

Click Below to Apply:

<https://al.harrisschool.solutions/AIDB/S/Application>