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# Example of Operations Controller Job Description

Our growing company is hiring for an operations controller. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for operations controller

* Validation and reconciliation of continuous improvement (CI) projects
* Reviews and maintains integrity of regional performance data for CI, BBP and other key measures for the business
* Proactively works with the regional operations leader and plant teams to improve actual financial results consistent with operating plan commitments and objectives
* Coordinate and consolidate material cost reporting for all plants in the region
* Support month-end close and review monthly financial results and key metrics for plants in the region with operations leadership
* Supports the financial/business planning and forecasting process for the plants in the region
* Ensures plant readiness for all internal / external audits
* Ensures the appropriate financial tools are utilized to support all capital and strategic investments and communicates results to operations leadership
* Provides back up to plant controller duties, as required
* Supports ad-hoc request and other duties and responsibilities as assigned

## Qualifications for operations controller

* Fire and/or Security industry experience preferred
* Successful track record in a global, industrial company
* Ideally you will hold a Professional Aerospace/Engineering degree (or related aviation discipline) from a recognized university
* Process customer’s operational requests
* Knowledge of IEX Forecasting and Scheduling Software or other scheduling software required
* Participate in mid-year and annual review process