



Example of Business Unit Controller Job Description

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Our growing company is hiring for a business unit controller. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for business unit controller

- Management and oversight of the local and remote team, including an accounting manager, staff accountants, and plant controllers
- Ensure month end is closed and financial results are reported in Cognos within the prescribed deadlines and all Product Mix Margin, Costs, P&L and BS analysis and reconciliations are completed and available for presentation to supply chain management
- Proactively lead, provide and present incisive analytical reviews / trending covering factory performance (in comparison with forecast / last year) on financial results and costs pertaining to factory / manufacturing activities to departmental heads and senior supply chain management on a weekly and monthly basis
- Leading the development and preparation of robust financial models for forecasts / budgets, covering sales / margin analysis, factory costs, fixed cost, detailed inventory, working capital assessment and other key business drivers impacting factory performance
- Reporting of forecast / budgets in Cognos and preparing budget review packs
- Strong ability to calculate production KPI's and develop material and labor overhead rates as they pertain to router and bill of material structures, and monitor and report on monthly variances
- Ability to put together a business case for capital expenditures and proactive tracking of capital expenditures and highlighting variances together with ensuring fixed asset register is timely / actively maintained and calculating / tracking depreciation as per company policy

- Lead or assist on other responsibilities or special projects, as required by senior management
- Has budgetary planning authority for the BU

Qualifications for business unit controller

- 3 to 7 years of work experience in Accounting or Finance
- BA/BS/MBA in Accounting, Finance or Business
- Has Life Science Market Knowledge, Strong problem solving skills
- Willingness to learn company reporting tools and leverage their capabilities
- Experience with 3rd party distribution agreements is a plus
- Bachelor's Degree in Accounting or Finance and 8 years of experience including 5 years' experience in large corporate organization