



Example of Senior Controller Job Description

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Our company is growing rapidly and is looking for a senior controller. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for senior controller

- Making sure that accurate, current information is disseminated in a timely manner and that documents are stored correctly and are easily accessible
- Working closely with the Manager of Documents & Records Management and the Documents & Records and Project and Engineering teams
- Establishing and maintaining close interface & liaison with the PSD Manager, team members and Client's department focal points
- Prepare, review, analyze and comment Dynamic Forecast (DF) and financial performance by division and channel
- Perform specific analysis, business cases and provide adequate support and recommendations to Management for decision making
- Ensure accurate, transparent, consistent and timely Financial Accounting records and reporting submissions
- Ensuring realistic rolling forecasts and gap analyses as an early warning system
- People management of 4-5 Controllers
- Handle customer queries and drive issue resolution
- Manage relationship with customers, with the market (account managers, credit risk manager, Finance manager) and internally

Qualifications for senior controller

- The ability to work independently with zero supervision and lots of autonomy
- Proactive and "on-the-ball" ability flexibility and responsiveness to change
- Ability to challenge the valuation methodologies proposed by the Business

- The ideal candidate will possess at least 5 years working experience with proficiency in the theory and application of derivatives modeling
- 8 to 10 years minimum of accounting, bookkeeping and/or Controller experience
- Experience in an education or not-for-profit setting, a plus