



Example of Site Controller Job Description

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Our innovative and growing company is hiring for a site controller. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for site controller

- Providing controlling support for the local corporate support functions
- Lead the financial monitoring of the factory and the implementation / tracking of corrective actions
- Maintain and facilitate all financial activity for tolled products
- Work with manufacturing plant operations management in support of a branch or region
- Perform monthly closing of all Profit and Loss (P&L) activity in the region
- Analyze information flow and recommend and implement improvements
- Direct and prioritize the work of shared service administrators, who are responsible for data entry, payroll, accounts payable, purchase orders, Pcard, and are the local human resource contact
- Prepare budget for the plant
- Present, explain, and comment on financial results at the branch or region level to area management, including processes and procedures critical to the generation of timely and accurate financial results
- Research and compile information from various systems and sources and recommend approaches to improve profit to operations personnel, system and control improvements to senior management

Qualifications for site controller

- Excellent knowledge in statutory accounting, tax, VAT and other legal requirements

- Exposure to Sarbanes-Oxley and to payroll is an asset
- Bachelor's degree (BS) in Finance/Accounting or Business Administration required
- Minimum 5 years of related