



## ***Controller***

**PreciseTarget** is first and foremost, a data science company helping sellers and marketplaces acquire, engage and reactivate customers. We live at the intersection of data science and digital commerce, helping customers solve difficult problems with AI-based solutions. We've taken an innovative approach to data modeling, using billions of SKUs and consumer transactions to create detailed profiles of retail purchasing preferences of virtually every US adult shopper. And the good news is that we are growing! We are looking for a **Controller** to manage all aspects of our accounting functions, building the systems and processes needed for this high-growth company to thrive in its next phase.

The **Controller** will be responsible for overseeing all accounting activities including AR/billing, AP, Payroll, project financial control, general ledger, and closings. If you are entrepreneurial and eager to thrive in a high growth environment, this role is for you!

### **You're a good fit for this job if:**

- You're growth obsessed and relationship driven.
- You're a visionary always looking for ways to distinguish from the competition.
- You have strong strategic planning skills and can assess market opportunities quickly and accurately
- You thrive in constantly evolving, fast-paced, dynamic environments.
- You're results oriented with a proven track record of leadership and taking ownership that produces exceptional results.
- You build trust quickly and can lead by influence with the ability to translate between commercial and operational audiences.

### **Job Summary**

We are looking for an enthusiastic, motivated, hands-on Controller with strong skills to grow with PreciseTarget. This person will report to the COO and be responsible for day-to-day accounting operations. This person will manage outsourced and on-staff personnel to perform a variety of traditional accounting duties and roll up the sleeves to assist when needed. There a variety of functions involved in this job but the transaction volume for each function is low. Essential functions will be:

### **Primary Responsibilities:**

- Manage all accounting functions including AR/billing, AP, Payroll, project financial control, general ledger, and closing
- Review existing accounting system implementations and consult to revise configuration
- Review, approve invoices and ensure all invoices are submitted on time and accurately
- Manage AR/AP function

- Oversee and implement automated payroll system including onboarding new employees
- Review and/or perform GL functions, month-end and year-end closing
- Review and/or prepare financial reports, monthly executive KPI packages; review and/or prepare financial statements to ensure accurate entries
- Assist in budget development; monitoring actuals against budget forecasts
- Work with outside accounting firm for year-end tax preparation, tax planning, financial statement audit, etc.
- Ensure all compliance and reporting requirements are met
- Develop and implement accounting policies and procedures when needed

**Basic Qualifications:**

- Bachelor degree in Accounting, Finance, or Business
- CPA
- 5+ years diversified experience in Accounting, Financial Management
- Hands on experience with QuickBooks and other accounting systems
- Excellent organizational and time management skills
- Ability to prioritize and juggle multiple tasks and complete a wide variety of tasks on time
- Attention to detail with high accuracy

PreciseTarget is an equal opportunity employer and is committed to equal employment opportunities in all employment practices and decisions including: recruitment, hiring, promotion, training, compensation and disciplinary action with regard to the terms and conditions of employment. The Company does not discriminate on the basis of national origin, race or color, religion, age, disability, handicap, ancestry, sexual orientation, veteran status, marital status, gender identity, family responsibilities, or sex, including pregnancy, childbirth, and other pregnancy related conditions, genetic information or status, criminal record, or any other legally protected characteristic.