

# Assistant Controller: Associate Manager & Assistant Controller

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Coordinate and oversee all General Accounting, Program Accounting, and Planning and Forecasting Requirements under the Supervision of the Business Area Controller. Effectively integrate all financial activities of the COE's to produce timely analyses for critical decision making.

## **Management Role**

Interprets and administers policies, processes, and procedures that may affect sections and subordinate work areas.

## **Policy and Strategy**

Administers and executes policies, processes, and procedures that affect subordinate employees and the workflow of the work area.

## **Freedom to Act**

Assignments are task or activity oriented. Work is reviewed for soundness of judgment and overall quality and efficiency.

## **Impact**

Decisions impact work area operations. Erroneous decisions or recommendations or failure to achieve results might cause delays in schedules and require the allocation of more people and financial resources.

## **Liaison**

Interacts internally primarily with subordinates and other supervisors. External interaction is typically with suppliers, vendors and/or customers. Primary purpose of liaison is information sharing and basic problem resolution.

## **Minimum Education and Experience**

Bachelor's Degree in Finance, Business or related field and 7+ years of diverse professional experience in all areas of Finance which may include 3+ years supervisory responsibilities.