

Controller Position

Growth oriented commercial heating, ventilation & air conditioning (HVAC) contractor (with 35 employees) located in Orange County seeks highly motivated recent accounting graduate or CPA looking to transition out of public accounting. Responsible for the accurate and timely input of all accounting data, and providing monthly financial reports to the CEO. An experienced, part-time CFO will provide support/training/guidance in the implementation of new processes/systems, particularly in Job Costing. The team concept is definitely in play here between the CEO, CFO and Controller. Ideal candidate should be a hands-on, self starter.

Minimum qualifications are:

- Four year accounting degree with a 3.0 or better GPA in all accounting course work
- Proficient in Excel, Word and Outlook
- Great communication and interpersonal skills
- Demonstrated aptitude in cost accounting, particularly job costing
- QuickBooks experience/proficiency a definite plus
- Willing to work longer hours in the first 6 months to implement new processes/systems

This is a salaried position that reports directly to the CEO. Starting salary is in the \$40,000 - \$45,000 range. Potential for a meaningful salary increase after 6 months is likely based upon performance. Eligible for full company benefits after 30 days.

Please submit resume to Gary Fortner, the part time CFO, via email **only** to: gfortner@cox.net.
PRINCIPALS ONLY... no recruiters/agents.