Topcon, Oakland, NJ  
Position: Controller

Job Purpose:
- Provide leadership and coordination of company financial statements. Ensure company accounting procedures conform to generally accepted accounting principles.

Core Job Duties:
- Motivate and organize the finance department
- Issue timely and complete financial statements
- Monitor and analyze monthly operating results against the forecast and budget
- Oversee daily operations of the finance department
- Manage the preparation of the consolidated Balance Sheet and Income Statement
- Establish and implement short and long term departmental goals, objectives, policies and operating procedures
- Serve as primary liaison for company financial issues
- Direct financial audits and internal control audits
- Prepare the work papers for the monthly financial statements

Minimum Job Requirements:

Education & Experience:
- Bachelor’s degree in Accounting
- CPA
- 10+ years of direct experience in accounting
- Familiarity with financial programs and software
- Management experience and skills

Knowledge, Skills, and Abilities:
- Analytical and problem-solving skills
- Superior communication skills
- Technical skills in financial reporting

Please send your resume to Kristen Nelson – kmnelson@topcon.com and indicate Controller in the subject line.