



Position Title: Controller - Neutronics

Location: Exton, PA

Department: Accounting

Reports To: Chief Financial Officer

FLSA Status: Salaried Exempt

Summary of Position Purpose:

Responsible for overseeing the delivery of cost-effective and efficient accounting operations. Guide decision making by collecting, analyzing, and reporting financial data and trends. Protect company assets by establishing, monitoring, implementing and enforcing policies, procedures and internal controls. Act as local liaison to corporate HQ ensuring functional coordination and compliance.

Essential Functions:

- Produce accurate and timely financial reporting that meets internal and external requirements.
- Perform analysis and provide analytic support to all aspects of the business. Present relevant information to appropriate employees to empower sound business decision making.
- Develop, implement, and enforce policies, procedures, and processes to protect the company's assets and manage risk.
- Oversee the company's insurance coverage, in cooperation with corporate, to provide appropriate risk control in a cost effective manner.
- Monitor, measure, and report on the performance and progress of the business through clear and relevant metrics.
- Perform reviews and coordinate audits, including but not limited to: year-end financial statements, lenders, insurance companies, and tax audits as needed.
- Ensure compliance with sales and use tax regulations; oversee preparation of filings.
- Perform financial planning and analysis, including leading budgeting and operational forecasts.
- Supervision of accounting staff and functions; accounts payable, accounts receivable, credit/collections and payroll functions.
- Maintain cost accounting and inventory system.
- Act as a liaison to corporate and coordinate various local HR functions and projects, including benefits management, policy enforcement, compliance, and recruitment.
- Assist with the implementation of Epicor V10 ERP system.
- Other duties as needed.

Education/Training/Certifications:

- Bachelor Degree in Accounting or Finance. Current CPA preferred



Experience:

- Minimum of eight (8) years of related accounting experience in a manufacturing environment with inventory and costing.
- Comprehensive knowledge of US GAAP.

Required Skill Sets: (e.g., computer skills, communications, math, etc.)

- Ability to safeguard confidential information
- Strong working knowledge of ERP systems and accounting software
- Ability to gather, analyze, and present complex data
- Advanced proficiency skills in Excel, PowerPoint and Word
- Excellent time management skills with the ability to multi-task and prioritize responsibilities
- Proven ability to plan and manage projects with budgets of varying size and scope
- Effective interpersonal and communication skills, both verbal and written
- Ability to work independently and in groups

Physical Demands: (e.g., lifting, travel, etc.)

- Position requires concentration, accuracy, and focused mental effort
- Works in normal office environment
- Occasionally lift, carry, push, or pull up to 15 pounds
- Travel as business needs require (typically less than 10%).

Pursuant to the Americans with Disabilities Act (ADA), reasonable accommodations may be made to enable qualified individuals to perform the essential functions of this job. AA/EEO/M/F/D/V