

TRICOR CONTROLLER

TRICOR CENTRAL OFFICE

Job Class: Executive

Salary \$74,309 - \$95,872

Location: Nashville, TN



TRICOR
6185 Cockrill Bend Circle
Nashville, TN 37209

For more information contact:
Nikki Turner
615.741.1779

To apply and send salary
requirements send an email to:
TRICOR.HumanResources@tn.gov



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environments.
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access, affirmative action
employer.**

Job Description:

This position is responsible for the fiscal operations of the TRICOR agency. A strong understanding of cost accounting and previous experience as a Controller is required. Responsibilities include the production of monthly financial statements, maintenance of an adequate system of accounting records, and a comprehensive set of controls and budgets designed to mitigate risk, enhance the accuracy of the company's reported financial results, and ensure that reported results comply with generally accepted accounting principles. Preference will be given to candidates who are current Certified Public Accountants (CPA) and have government accounting experience.

Primary Responsibilities:

- Direct the overall activities of the fiscal department.
- Direct the implementation of all budgets and forecasts.
- Maintain a documented system of accounting policies, procedures and system of controls.
- Oversee the operations of the accounting department, including the design of an organizational structure adequate for achieving the department's goals and objectives.
- Review accounts receivable and accounts payable process functionality.
- Ensure that monthly bank reconciliations are completed.
- Ensure that required inner unit payments are made on a timely basis.
- Maintain the chart of accounts.
- Maintain an orderly accounting filing system.
- Issue timely and complete financial statements.
- Coordinate the preparation of the corporate annual report.
- Recommend benchmarks against which to measure the performance of company operations.
- Calculate and issue financial and operating metrics.
- Calculate variances from the budget and report significant issues to management.
- Provide for a system of management cost reports.
- Provide financial analyses as needed, in particular for new partnerships, pricing decisions, and contract negotiations.
- Coordinate the provision of information to external auditors for the annual audit.

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Education, Experience and Qualities:

- Bachelor's Degree in Accounting from an accredited college or university.
- Minimum 10 years of progressively responsible Controller experience, with at least 5 years of experience in a supervisory role.
- Current licensure as a Certified Public Accountant (CPA) in the State of Tennessee.
- Manufacturing experience is preferred.
- A strong understanding of Cost Accountancy is required.
- Intermediate mathematical reasoning is a must.

Note: The Chief Executive Officer of TRICOR and the Commissioner of the Department of Human Resources reserve the right to alter or supersede the above minimum qualifications based on their judgment as warranted.

Key Competencies:

Economics/Accounting, Time Management, Ethics/Values, Integrity/Trust, Critical Thinking, Decision Making, Process Management, Deductive and Inductive Reasoning, Team Oriented, Detail Oriented, Results Oriented, Customer Focus, Verbal/Written Communication, Presentation Skills, Complex Problem Solving, Functional/Technical Competency, Team Oriented, and Active Listening.

State of Tennessee Benefits

Health Insurance	401K & Retirement Pension Plans
Dental Insurance	Textbook Reimbursement
Vision Insurance	Continuing Education Discounts
Incentive Plan (subject to plan criteria)	Employee Learning & Development
Flexible Spending Accounts	Life Insurance

For more information regarding health options you may visit:
<http://www.partnersforhealthtn.gov/>

For State of Tennessee pension plan:
<http://treasury.tn.gov/tcrs/PDFs/hybridplan.pdf>

For Deferred Compensation – 401K:
<http://treasury.tn.gov/dc/>

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TRICOR is a state agency which exists to provide occupational and life skills training for Tennessee's incarcerated population through job training, program opportunities, and transitional services designed to assist Offenders with a successful reintegration into society. TRICOR operates multiple businesses ranging from data entry and printing to agriculture and manufacturing. TRICOR offers Tennessee's state, county and local government's quality goods and services and competitive pricing.

TRICOR transforms lives on a daily basis. TRICOR designs programs to make an impact on the lives of offenders and prepare them for success after release.