



## Position Description

### Overview

Job Title	Financial Manager
Location	Vernon Hills, IL

### Details

Our client delivers over 500 million pieces of direct marketing material a year. This organization is a global brand campaign management company located in 50 countries worldwide. Currently, we are looking for a **Financial Manager that will be based out of their office in the Chicagoland Area.**

We need an individual to assist in Building and Managing a financial/accounting team to support the fast-growing business in North America. ***It is a great opportunity for someone that is young, energetic, motivated, works well in a fast-paced and entrepreneurial environment.***

The Financial Manager will be working to ensure that all financial transactions, analysis and reporting for client companies in the Americas are completed within deadlines and to the standards required. The primary objective of this role is to ensure the company meets all financial requirements required by the Group and local authorities.

### Financial Manager Basic Position Requirements

- Interstate sales tax knowledge
- Minimum 2 years experience within a similar level role
- Bachelor's Degree, CPA Ideal
- Interstate sales tax knowledge
- Experience managing cash flow
- Ability to manage a P&L
- Financial reporting knowledge
- Vendor management knowledge
- MS Office Intermediate level

### Financial Manager Primary Responsibilities

- Preparation of monthly Management Accounts for all company clients in the Americas with the timelines required
- Responsibility for ensuring that all business finance procedures and processes are followed
- Ensuring that the processing of Accounts Receivable and Accounts Payable transactions are performed accurately and within timescales required
- Preparing and submitting Sales Tax returns in all US states where they are required accurately and within deadlines set by each state
- Providing advice and support for staff throughout the company
- Supporting management in adhering to statutory requirements

- Responsible for the planning and preparation of annual audits as required by local regulations.
- Completion of ad hoc requests and working on ad hoc projects when required

### **Additional Position Requirements**

The ideal individual will exhibit the following traits:

- Client focus approach
- Financial acumen
- Quality and operational excellence experience
- Collaborative style
- Effective communications skills
- Planning and organizing skills
- Operational Decision-making experience
- History of Change Orientation
- Sound Judgement
- Conformity with legal, regulatory and business compliance requirements

### **About Us**

Cutting Edge *Connect* is proud to offer this position through our website, [www.ceconsultinginc.com](http://www.ceconsultinginc.com).

Cutting Edge *Connect* is a wholly owned subsidiary of Cutting Edge Consulting, Inc., an executive consulting firm with the goal of bringing talented individuals into quality organizations.

To speak with us directly, please contact:

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To be considered for this position, please register with Cutting Edge *Connect* by completing the inquiry process. You will be notified by email when registration is complete.

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