



Job Title: CFO
Reports To: President

FLSA Status: Exempt
Approval Date: 06/30/2023

Summary: Provide accurate, timely and concise quantitative financial information in the areas of cost control, budget compilations, financial analysis, and accounting practices to track, analyze and forecast key operational and financial drivers of business results, including the development of reporting and key business performance metrics for Veriha entities. This position is responsible for the management of the accounting and financial functions of the business as well as the accounting staff.

Essential Duties and Responsibilities:

- Identify and understand financial trends and monthly cost variances.
- Proactively initiate analysis on financial categories such as revenue, labor, equipment, operating expenses, wage expense, capital expenditures and depreciation, etc.
- Provides analytical reports to department leaders; presenting data in understandable terms.
- Month-end and Year-end closing ownership to include journal entries as necessary to re-class revenue/expenses, general ledger research to ensure all billing opportunities are captured.
- Review monthly financial statements. Identify and communicate cause of budget variances.
- Develop and manages the financial forecast and annual operating budgets based on the company's strategic goals and objectives.
- Development and preparation of key financial metrics to measure the performance of the organization's financials on a daily/weekly/monthly/annual basis.
- Establish and implement short and long-range departmental goals, objectives, policies, and operating procedures.
- Provides cost reporting and complete analysis for stakeholders.
- Process payroll tax, highway use tax, fuel tax, and other regulatory filings for multiple states.
- Provide accurate cost data/metrics for various federal and state grant reporting.
- Ensure compliance with financial and accounting systems, controls, and standards.
- Provide and support information requests from external vendors/auditors.
- Identify and communicate unfolding conditions that have significant impacts to the business.
- Identify opportunities for continuous improvement and take appropriate actions, recommend process changes, and initiate improvements.
- Design, establish, and maintain an organizational structure, staffing and cross training within the accounting team to effectively accomplish the department's goals and objectives.



- Manage the accounting team as a positive role model for all team members providing support and enthusiasm – creating a professional, positive work environment.
- Work a flexible schedule in accordance with business needs.
- All other duties and special projects as assigned or directed.

Qualifications:

- Bachelor's degree in accounting or finance required.
- Minimum of 8-10 years of experience in financial management required, CPA preferred.
- Strong business acumen with deep level of intellectual curiosity and target achievement orientation; results driven.
- Knowledge, insight, and experience with financial analysis and planning; in-depth understanding of accounting and operations.
- Ability to analyze existing processes/ performance, identify issues and suggest opportunities for improvements and increased efficiencies.
- Demonstrated capability to partner with revenue generating departments to set and achieve financial, strategic, and operational goals with a focus on continual improvement.
- Effectively develops management reporting and KPIs for operational areas within the business; must be able to present metrics to all levels of the organization.
- Capable of working independently, utilizing strong analytical skills to guide financial analysis and decision-making.
- Ability to leverage TMS / operational background to deliver dynamic deliverables and operational excellence.
- Ability to work in culturally diverse teams and balance multiple priorities.
- Track record of building and leading effective teams; evidence of building a customer-centric, data-driven team culture and coaching/developing others to maximize their potential.
- Strong written and verbal communication and interpersonal skills; ability to listen, influence and collaborate at all levels within diverse groups maintaining a professional demeanor and appropriate confidentiality.
- Proficient in Microsoft Word and Excel, Accounting Software and ERP system.
- Accuracy and attention to detail required in all aspects of financial reporting and analysis duties.
- Excellent skills in MS Excel (If statements, VLOOKUP, pivot tables, etc.).
- Strong organizational and time management skills.
- Work requires willingness to work a flexible schedule that may include evenings, weekends, and occasional travel as needed to support the business.