

# Director of Finance – Hybrid (Appleton)

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**Job Title: Director of Finance – Shape the Future with Us!**

**Location:** Appleton, WI

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## About Us:

At IPAP, we're driven by innovation, growth, and the power of collaboration. As we continue to scale, we need a financial mastermind to help us chart the course for success. As our **Finance Director**, you'll not just manage numbers—you'll shape the financial strategy that powers our future. If you're a leader who thrives on challenge and loves being part of a dynamic team, we want you on our side!

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## What You'll Be Doing:

As the **Director of Finance**, you'll be at the heart of defining and executing the financial blueprint for the company. Your role will be all about ensuring IPAP delivers maximum financial returns to our Venture Partners while leading a high-performing team of financial pros. Get ready to tackle everything from budgeting and forecasting to reporting and compliance—and, of course, make some key decisions that will drive our growth forward.

## Key Responsibilities:

- **Strategic Financial Leadership:** Help shape our financial policies, procedures, and controls to ensure IPAP stays financially sound and maximizes returns for our partners.
  - **Financial Reporting & Analysis:** Work closely with leadership to build meaningful KPIs and reports that provide critical insights. You'll ensure timely monthly financial reports, including income statements, balance sheets, and more—always with an eye on the bigger picture.
  - **Audit & Compliance Hero:** Lead the annual audit process, ensuring everything checks out. You'll also make sure we're always on top of compliance—whether it's 401k regulations, profit sharing, or financial transparency.
  - **Financial Controls & Process Documentation:** Design and enforce rigorous financial controls, and document all key processes to keep things running smoothly.
  - **Inventory Reconciliation:** Manage perpetual inventory reconciliations and prevent loss due to missed or unrecorded items.
  - **External Relationships:** Manage relationships with brokers and oversee our business insurance policies to keep things covered.
  - **Receivables & Payables Mastery:** Lead the charge on invoicing, collections, and vendor payments, ensuring everything is accurate and timely.
  - **Payroll Processing:** Partner with HR to ensure our bi-weekly payroll runs smoothly, and make sure all 401k contributions are submitted on time.
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## What We're Looking For:

- A **bachelor's degree in accounting** or related field.
- A **CPA certification** (because we like our financial leaders legit!).

- **10+ years** of experience in accounting, with **5+ years** of managing teams.
  - Experience in the **foodservice** or **related industry** is a plus.
  - Strong **analytical skills** and a keen eye for detail.
  - Excellent **communication skills**—you're able to present financial data clearly and effectively.
  - Ability to **multitask** and prioritize in a fast-paced environment.
  - **Proficiency in Microsoft Office**—especially Excel.
  - You're a natural leader who can **coach and inspire a team** to achieve financial greatness!
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#### **Perks & Benefits:**

- Full-time, **40+ hours/week** role with flexibility and growth opportunities.
  - Occasional travel (up to 3%) to keep things interesting.
  - Competitive salary and benefits package.
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If you're ready to take the reins and lead us to financial success, we want to hear from you! Please send your cover letter and resume to our HR Director Tiffany Suttner @ [tsuttner@ipap.com](mailto:tsuttner@ipap.com).