



JOB DESCRIPTION

Job Title: Chief Financial Officer
Facility: All Company Locations (Multi-Plant)
Department: Administration
Reports to: President

SUMMARY

Accountable for the administrative, financial, and risk management operations of the company across all plants and subsidiaries. This role includes developing financial and operational strategies, establishing metrics tied to those strategies, and overseeing control systems designed to preserve company assets and ensure accurate financial reporting. The CFO is directly involved in acquisition activities and ensures consistent financial practices across all locations.

ESSENTIAL DUTIES AND RESPONSIBILITIES include but are not limited to the following. Other duties may be assigned as needed.

Planning

- Assist in formulating the company's future direction and supporting tactical initiatives across all plants.
- Monitor and direct the implementation of strategic business plans at each facility.
- Develop financial and tax strategies supporting multi-plant operations.
- Manage capital requests and budgeting processes for all locations.
- Develop performance measures and benchmarks to evaluate plant performance.

Operations

- Participate in key decisions as a member of the executive leadership team.
- Maintain strong working relationships with plant and corporate leadership teams.
- Manage accounting, legal, tax, and treasury functions across all facilities.
- Oversee financial operations of subsidiary companies and all plants.
- Manage third-party service providers to ensure consistency across locations.
- Oversee company-wide transaction processing systems.
- Implement operational and financial best practices company wide.
- Provide input on employee benefit plans with a focus on cost-effective, scalable solutions.
- Supervise acquisition due diligence and negotiate acquisitions impacting multiple locations.

Financial Reporting

- Oversee the preparation and issuance of reliable financial information for plant and corporate decision-making.
- Report consolidated financial results to the board of directors.

Risk Management

- Identify and mitigate key elements of the company's risk profile, including multi-plant risks.
- Monitor legal and regulatory issues affecting the company and industry.
- Design and monitor internal control systems across all locations.
- Maintain appropriate insurance coverage for each plant.
- Ensure compliance with all legal, regulatory, and audit requirements.
- Maintain relationships with external auditors and address findings company wide.

Treasury

- Monitor cash balances and forecasts at plant and consolidated levels.
- Arrange for debt and equity financing to support multi-plant operations.
- Oversee investment of company funds.
- Maintain banking relationships for corporate and plant locations.
- Represent the company with investors and financial institutions.

QUALIFICATIONS

- Bachelor's degree in Finance or Accounting; MBA or Master's in Accountancy preferred.
- Experience leading financial operations for multi-site or manufacturing organizations.
- 10–15 years of progressive financial experience, including at least 5 years in senior leadership.
- Minimum 5 years in a manufacturing environment with ERP and job-cost accounting exposure.
- Strong analytical, benchmarking, and financial modeling skills.
- Excellent verbal, written, and interpersonal communication skills.