



Position: Assistant Controller
Department: Accounting
Reports to: Chief Financial Officer
Post Date: 08/24/2022

About the Company

ADG is one of the world's most respected water park and aquatic venue design, construction, and manufacturing firms in the industry offering a comprehensive range of products and services that continue to set the standard throughout our industry. Our commitment to innovation, creativity, and high-quality work is reflected in everything we do, whether that's manufacturing a single component for a wave system or building a complete 20-acre waterpark.

As part of our team, you will have the opportunity to be a part of some of the most dynamic and creative projects taking place in the industry today. While ADG's headquarters is located in Upstate New York, our projects span the globe. And our client list features the best of the best, including Sea World, Six Flags, Wet n' Wild, Dollywood, Marriott, Hyatt, Gaylord Resorts, Hollywood movie productions, and much, much, more.

ADG is a high energy work environment with fast paced deadlines. You are right for our team if you are a proactive problem solver with attention to detail, able to maneuver multiple projects at once and can easily handle multiple and often shifting priorities and get great satisfaction on a job well done!

About the Role

As an **Assistant Controller**, you will report to the CFO and be responsible for providing high-level support to the CFO as you manage the company's accounting and financial activities.

Key Responsibilities

- Supervise accounting staff and manage department workload
- Identify and implement process improvement and internal controls
- Assist in the preparation of financial statements
- Manage journal entries and daily cash activity
- Review the general ledger activity to identify and resolve inaccuracies or imbalances
- Reconcile accounts for the monthly or annual closing
- Provide data analysis and internal reporting for department heads
- Assist in the preparation of budgets and forecasts

- Participate in preparation for the annual audit
- Review the accounting activity to identify and resolve inaccuracies or imbalances
- Other duties as assigned

Qualified candidates should offer the following experiences and skills

- Proven experience as assistant controller or other similar position
- Solid knowledge of Generally Accepted Accounting Principles (GAPP)
- Excellent knowledge of accounting and financial processes (budgeting, forecasting, financial closure, reporting etc.)
- Expertise in identifying inefficiencies and control weaknesses
- Excellent analytical skills with an attention to detail
- Strong time management skills with ability to prioritize
- Advanced excel skills (pivot tables, vlookup, automation, etc.)
- BS/BA in accounting, finance or relevant field with 5 years of experience
- Must be legally eligible to work in the US

Personal Attributes

- Strong interpersonal skills, ability to communicate and collaborate well at all levels of the organization
- Strong problem solving skills and the ability to exercise sound judgment and make decisions based on accurate and timely analyses
- High level of ethics, integrity and dependability
- Strong sense of urgency and results driven
- Strong sense of accountability

This is an on-site position that will be based in our headquarters in Cohoes, NY.

Why ADG?

Our team members are hardworking, dedicated and highly respected within the industries that we serve. Our reputation has been built on delivering creative and innovative solutions with a “whatever it takes” approach to client satisfaction. The foundation of our success has been built upon the talents and integrity of our employees, and we value the contributions of every team member.

As you help build ADG's success, we are committed to helping you build a prosperous and successful future. We offer challenging career opportunities, competitive salaries, and a comprehensive suite of benefits to promote the health and financial security for you and your family.

Every ADG employee is empowered to act in ways that make each day better, whether that's lending a hand to a colleague or bringing forward a new client solution or process improvement. Individually and collectively, our work achieves results that make a difference — for our clients, our client's customers, and ourselves.

Benefits

- Competitive Paid Time Off
- Company Paid Holidays
- Comprehensive health care insurance plan that covers medical, dental, prescription, and vision.
- Competitive 401(k) program with employer matching contributions
- Daily dress code of “business casual”
- A positive work environment
- And much, much more

If interested in applying for this position, please submit resume & cover letter to: jobs@aquaticgroup.com.