



Job Posting # HR-2021-16
Posting Date: 05/15/2021

Controller

Intelligent Manufacturing Solutions, LLC

Leaders in PCBA Rapid Prototype and On-Demand Manufacturing
Manchester, NH 03103

Apply: <https://www.imsCorp-us.com/careers/>

INTELLIGENT MANUFACTURING SOLUTIONS seeks a Controller to join our Team.

COMPANY BACKGROUND

Intelligent Manufacturing Solutions (“IMS”) is a leading provider of electronics manufacturing services with a unique specialization in quick-turn assembly of prototype, high-mix printed circuit boards, and build-to-order assemblies for customers primarily located in the Northeastern United States. IMS services a wide range of industries and assists customers with new product prototyping (with one, three, and five-day service available) and production assembly, inspection, and testing.

IMS has developed a customer base through its own sales team, targeting companies with new product development, prototyping, or variable-volume needs that value (and have demonstrated a willingness to pay a premium for) flexible manufacturing expertise, superior quality, strong design/ development capabilities, and rapid turnaround. IMS’ existing customers include some of the nation’s leading producers of medical, military/ aerospace, industrial, electronics, and robotics products. IMS has developed an operating expertise that positions it as a “problem solver” for its customers’ expanding product lines, and the ideal customer is often the one that other contract manufacturers turn away due to the size, complexity, and/ or short timeline of their projects. IMS’ quick-turn capabilities have been refined over years of operation and, combined with its strong product quality, represents a competitive advantage over other aspiring providers.

IMS Website: <http://www.imsCorp-us.com/>

POSITION FUNCTION

The Controller will tackle four primary challenges:

1. Own the Company’s books and records with the highest level of integrity;
2. Lead all financial reporting activities and analyses;
3. Manage all operational accounting areas (including A/P, A/R, payroll, and benefits);
and
4. Maintain external vendor relationships related to the finance function (e.g., auditors, insurance vendors, etc.)

The Controller will focus their efforts on the following roles and responsibilities:

- 1) Own IMS' accounting function:** Own the financial function of the Company, overseeing all accounting activities and ensuring accuracy in the general ledgers and by (i) managing all operational accounting areas (including A/P, A/R, payroll, and benefits), (ii) handling external vendors, and (iii) leading monthly financial reporting. Deliver the monthly package (including MD&A) within 10 calendar days of month end. Aim to minimize monthly financial questions from IMS' constituents by providing a robust MD&A with a particular focus on variance analysis (both year over year and relative to budget). File all tax forms accurately and timely and make proper distributions and principal/ interest payments on time. Assist in assessing the manufacturing environment and providing insight through key operational metrics and cost accounting.
- 2) Drive IMS' financial reporting, planning, and rigor:** Enhance financial reporting processes and proactively complete ad hoc analyses (e.g., customer profitability) to facilitate management decisions. Identify and report out on KPIs (maintain, and enhance as applicable, dashboard for milestone tracking of KPIs). Improve budgeting, cash management, and controls. Prepare timely and accurate budgets and the reporting of projections. Implement and direct a cash management strategy. Own costs/ expenses and drive leverage (of costs) where appropriate. Analyze working capital to identify opportunities to improve cash flow. Assist in evaluating capex requests. Provide risk management/ insurance (including benefits, property, auto, etc.) leadership for the business. Ensure controls are first class, with no audit adjustments or material weaknesses.
- 3) Embody and drive the values within IMS:** Demonstrate high commitment and passion for the business. Demonstrate highest levels of integrity. Operate effectively and contribute to culture: display personal style, cultural awareness (including customer-first mentality), and sense of urgency that resonates with management. Strike an effective balance between being a strategic business partner with management and a strong leader for the finance function while at the same time being able to roll up sleeves and dive into details. Have a strong backbone and be able to support opinions in a constructive way, while at the same time knowing when to relent and follow the CEO's decisions.
- 4) Support the CEO and COO in communications with the Board of Directors and other key stakeholders:** Prepare the financial components of board presentations. Communicate the financial performance of the Company clearly, articulating the strategy, assumptions, and drivers that are the basis of the strategy and projections being presented.

INTERFACES WITH

The Controller will interface with everyone in the Company, but most importantly the CEO, COO, and other members of the executive management team.

The position provides significant exposure to key business leaders throughout the Company, both internal and external. This will provide the candidate with exposure to the Company's other senior leaders as well as to representatives from Lineage Capital, lenders, and other critical service providers.

PROFESSIONAL QUALIFICATIONS

- 1) **Relevant Experience:** A minimum of 10 years of professional experience, including a minimum of 3 years in a Controller role or as a seasoned financial professional preferably having experience in manufacturing with:
 - a. A proven track record of establishing, improving, and supervising the day-to-day accounting functions of an organization;
 - b. Proven success in financial planning, analysis, and reporting, including an understanding of cost accounting in manufacturing environments;
 - c. Significant experience in strategic planning, budgeting, and forecasting;
 - d. Excellent working knowledge of accounting software;
 - e. LLC structure/ tax knowledge and bank relationship experience both considered helpful; and
 - f. Demonstrated ability to help meaningfully drive business performance.
- 2) **Passion for Quality, Customer Service, and Operations:** A demonstrated passion for making one of the leading EMS providers in the region even better.
- 3) **Structured & Logical Thinking:** The ability to identify and define business problems and issues and to in turn develop strategic frameworks that drive actionable change.
- 4) **Analytical Rigor:** Proven capability conducting and managing quantitative analysis. A proven skill set in using Microsoft Excel and other tools to analyze the Company's critical performance metrics, determine courses of continued or corrective action, and report issues and recommendations to the Company's senior management and other business partners in a timely manner.
- 5) **Powerful Communication:** The ability to communicate effectively and succinctly with a diverse range of constituents (verbally, on paper, and digitally) across all levels of the organization.
- 6) **Educational Credentials:** A four-year degree is required (Accounting, Business Administration, or Finance, preferred).
- 7) **Certification:** Current CPA or CMA certification, while not required, will be considered a strong plus.

PERSONAL QUALIFICATIONS

The candidate selected for this position must be able to partner with the Company's current executives to drive the business forward. The successful candidate must have a strong but flexible personality, able to persuasively articulate their insights and perspective respectfully to positively influence management decision-making towards significant improvement.

BENEFITS

- Health Insurance
- Dental Insurance
- Life Insurance
- Long Term Disability Insurance
- 401k
- 8 Paid Holidays

Please Note: IMS is not offering relocation benefits for this role; therefore we are targeting candidates within an hour radius of Manchester, NH.

Intelligent Manufacturing Solutions, LLC is an Equal Opportunity and Affirmative Action Employer. IMS is committed to ensuring equal employment opportunities for all job applicants and employees. Employment decisions are based upon job related reasons regardless of race, ethnicity, color, religion, sex, sexual orientation, age, national origin, disability, gender identity, genetic information, veteran status, or any other status protected by law.

IMS is an Equal Opportunity Employer Female/Minority/Disabled/Veteran