

# Senior Manager of SEC Reporting



## Job Description

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- A leading wholesale distributor of building and industrial products in the United States with over 70,000 branded and private-label SKUs, and a broad distribution footprint servicing all 50 states and is headquartered in Marietta, Georgia.
- Over 2,400 associates and distributes its comprehensive range of structural and specialty products to approximately 15,000 national, regional, and local dealers, as well as specialty distributors, national home centers, industrial, and manufactured housing customers.
- Over \$4.6B in revenues
- Comprehensive benefits package: medical, dental, vision, family leave of absence, life insurance, 401K with employer match, bonus program, strong growth pathing, PTO.

## Requirements

- Bachelor's degree in Accounting or Finance.
- Hands-on experience with the creation of 10-Q and 10-K reports with the ability to interpret, dissect and deliver.
- 8+ years of current or recent SEC Reporting.
- CPA is a strong plus.
- Public/private experience; Big 4/ large national preferred.
- Strong experience in SEC reporting including the ability to write parts of SEC filings, financial statement footnotes, etc. A high level of working knowledge of SEC and GAAP is critical with a keen understanding of controls, SOX, etc.
- This is a highly visible role within the organization and will have constant interaction with the Executive committee including the CAO and the CFO. This role will review and analyze financial information to prepare SEC filings to determine proper disclosure of the business and to ensure the company's reporting results and financial position are compliant. Along with collaborating with the finance team to drive an effective control environment in financial reporting including quarterly balance sheet business reviews with divisional accounting teams and quarterly close reviews. The right person in this role will be a very strong communicator and a person that is comfortable asking questions. Individual should bring a positive attitude and perspective to the entire organization.

## Job Responsibilities

- Reviews and analyzes financial information to prepare SEC filings to determine proper disclosure of the business and to ensure the company's reporting results and financial position are compliant.
- Collaborates with finance team to drive an effective control environment in financial reporting including quarterly balance sheet business reviews with divisional accounting teams and quarterly close reviews.
- Interacts and consults with finance teams concerning general ledger, consolidation accounting, and reporting matters to ensure financial statements comply with US GAAP requirements and other procedures. Reviews new accounting pronouncements and evaluates applicability; provides direction to other groups on new pronouncements.

- Drives all financial reporting compliance requirements. Liaison with external auditors on quarterly and annual reviews of financial statements. Functions as a subject matter expert with respect to all aspects of the financial reporting function.
- Participates in various cross-functional teams including projects directed by the Executive Leadership Team focused primarily on process improvement, systems development, standardization, and optimizing critical processes (forecasting, performance metrics).
- Leads team, select/hires, as well as develops objectives; coaches and evaluates performance. Ensures applicable training and development for direct reports to enhance performance, development, and contributions to the company.
- Hold direct reports accountable for individual/team performance. Addresses performance issues appropriately and timely.

## **Job Summary**

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Published : Aug 18, 2023

Employment Status : Full Time

Experience : Any

Workplace : Hybrid

Salary : \$155000