

December 2, 2020

## **Controller**

HCDC, Inc. seeks a full time Controller, who is responsible for all financial matters of HCDC, Inc. and its affiliate organizations. This individual will be part of the senior leadership team that collaborates with the Board of Directors to develop and implement strategies across the organization. The Controller is responsible for the creation, development, and execution of all Accounting, Finance, and Benefits processes that support and drive the achievement of HCDC's mission and objectives. The Controller will oversee all compliance and recognition for government (federal, state, and local) activities, including contracts and grants. This individual must be able to adapt to a continually evolving environment and thrive in a deadline-oriented workplace while managing an accounting staff of one.

The Controller will be an emerging leader with at least 4 years of broad accounting and finance experience that includes gathering, assembling, and evaluating financial information and making actionable recommendations with senior leadership. The individual will ideally have experience managing the accounting and finance functions for a nonprofit with multiple funding sources including government (federal, state, and local) contracts and an affiliate structure with diverse program areas delivered in multiple states.

Must be detail-oriented, with strong oral and written communication skills, and able to multi task. Computer skills involving appropriate accounting software products and services are preferred. QuickBooks experience is preferred. A Bachelor's degree in an appropriate field is required; a CPA and / or MBA would be preferred. Salary range - \$75K to \$90K - DOQ.

### **ABOUT HCDC:**

HCDC, Inc. is a private not-for-profit economic development organization with a public purpose to promote and facilitate economic growth in the marketplaces we serve. HCDC accomplishes this through three award-winning programs:

Business Loans – HCDC delivers SBA 504 loans and Ohio Regional 166 loans to help businesses own their own buildings or machinery

Economic Development Services – HCDC helps retain, expand, and attract businesses to Hamilton County, Ohio through grants, financing, and development incentives.

Entrepreneurial Business Incubation – HCDC's top-rated Business Center helps entrepreneurs launch successful innovative businesses through business coaching, connections, and flexible work environments.

To learn more about HCDC and this position, please feel free to visit our website at [www.hcdc.com/career-opportunities](http://www.hcdc.com/career-opportunities).

Please respond with resume to: [resumes@hcdc.com](mailto:resumes@hcdc.com)

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