

Our CFO is retiring and we're searching for an experienced, collaborative Controller to join our team and report to our CFO until that day comes. The finances of our business are our foundation, so you will be a critical team member at IBACOS. This is a full-time position at our headquarters in Pittsburgh, PA. We believe that innovation happens when people come together, so you'll be in the office most of the time with our core team. However, we are results driven and support a flexible work schedule.

What You'll Do

First and foremost, you'll bring a strong work ethic with an attention to detail and diverse thinking, as this role is split between scheduled and responsive work. Since we're a small business, you'll independently do a lot of day-to-day work. Here's what you'll do for IBACOS:

- Responsible for the financial health of IBACOS, providing strategic financial guidance, ensuring compliance with financial process, best practices, and regulations.
- Manage all accounting operations for the Company, including financial statements, general ledger, payroll, billing, cash management, financial forecasting, accounts payable/receivable, and revenue recognition.
- Oversee all accounting activities, ledgers, and reporting systems, ensuring compliance with appropriate GAAP standards and regulatory requirements. Maintain internal control and safeguards for receipt of revenue, costs, and program budgets and actual expenditures.
- Oversee all financial, project/program and grants accounting; ensure that expenditures are consistently aligned with grant and program budgets throughout the grant/fund period; collate financial reporting materials for government, corporate, and grants.
- Manage IBACOS cash flow by working in partnership with leadership; continuously collaborating to assess the financial efficacy of operations and establish finance and administrative systems to support program operations.
- Consistently analyze financial data and present financial reports in an accurate and timely manner; clearly communicate monthly, quarterly, and annual financial statements; monitor progress and changes, and keep leadership informed of our financial status.
- Prepare timely and accurate financial statements, including monthly, quarterly, and annual reports for internal and external stakeholders.
- Assist leadership in the annual budgeting and planning process; administer and review all financial plans and compare actual results with a view to identify, explain, and correct variances as appropriate.
- Document accounting processes and participate in team training and development.
- Oversee & manage all treasury activities, including business insurance, banking relationships and cash management across all Company subsidiaries; support tax preparation and manage various bank accounts to ensure optimal capital management.
- Responsible for all government financial activities
- Administration of 401(k) plan
- Coordinate and manage all audit activities
- Maintain documented system of accounting policies and procedures; implement a system of controls over accounting transactions to minimize risk and ensure compliance. Be a coach to the team in financial/accounting education.

What You'll Bring

- Mission driven. You are here for a purpose and not just a paycheck. You think differently, are flexible and challenge the status quo.
- 7 to 10 years of professional experience in an accounting role, with a strong demonstrated background in general and project accounting. Bachelor's degree in Accounting.
- Details and confidentiality matter. You believe that the little things matter most. Often, the small things may be overlooked but not by you, you notice everything.
- Integrity & transparency. You care about what you do and how you behave, especially when no one is around. You're determined to always find and tell the truth and have the courage to own your mistakes.
- Demonstrated ability to function independently in a non-scripted environment. We do not micromanage; we expect you to be accountable to yourself and your team members. Manage your mindspace and tasks wisely - don't let yourself or others down. If it takes putting in extra time, you just do it.
- Proficiency with Microsoft 365/Office Suite (SharePoint, Outlook, Excel, PowerPoint, & Teams)
- Excellent written and verbal communication and listening skills. We collaborate a lot internally and externally across multiple platforms and people; consistent open communication is key to our success.
- A mindset that "stuff happens," and you roll with it. You're comfortable with interruptions because you manage your time wisely and prioritize the important tasks.
- You have a positive outlook and enjoy people. You have a service-oriented attitude and enjoy the challenge of helping to solve problems.

Additional 'Positives' (but not requirements):

- Experience with government grants and cooperative agreements.
- Experience within a consulting, service-based company.
- Experience with Deltek's Ajera software.

Who We Are

IBACOS is a small business with a big impact. In pursuit of the better home, we create new products and technologies for the homes of today and tomorrow. We dream big and pursue ideas to solve the homebuilding industry's greatest challenges. To make the biggest impact, we join forces with many of the industry's most influential players - big homebuilders, global building products manufacturers, and leading government agencies. We help large, national homebuilders deliver quality construction through consulting services, training, and quality assurance software. We help the industry deliver quality construction through new product development ideation & development, consulting services, building science training, and quality assurance software. We are proud of our 30+ year history, improving hundreds of thousands of homes and the lives of the people who live in them.

Email your interest to careers@ibacos.com