

Controller

The Office of Finance and Administration is currently seeking a Controller. The Controller is responsible for the development, oversight, and management of the University accounting functions and activities including, but not limited to: general ledger, cash and treasury management, grant accounting and compliance, payroll, accounts payable, and procurement: the proper recording, accounting, and reporting of the University's financial activities, and the maintenance of the general ledger and related module systems. The Controller is responsible for the month/year-end closing, audit/tax return submissions and related University reporting. The Controller is responsible for coordinating and administering all aspects of programs and activities associated with the University's operating budget. This includes, but is not limited to, budget development, management, and closes out of annual budgets for the University, setting up new accounts in the general ledger, and conducts financial analyses and management studies, recommends improved managerial practices and procedures.

Position requires effective communication skills, ability to effectively analyze complex accounting data, proficiency in Microsoft Office or similar desktop software, and ability to meet deadlines and work in a fast paced environment is essential. This position offers a full benefits package, including tuition remission.

Applicants should have a B.S. in Accounting, and at least seven to ten years of related experience and/or similar responsibilities, preferably in a private college or university setting. Preference given for Master's in appropriate or related discipline.

To apply, send cover letter, resume, salary requirements and three (3) references to:

Rebecca L. Horvath
Assistant Vice President for Finance and Assistant Treasurer
La Salle University
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La Salle University is a Roman Catholic University in the tradition of the De La Salle Christian Brothers and welcomes applicants from all backgrounds who can contribute to our unique educational mission. For a complete mission statement, visit our website at www.lasalle.edu.

AA/EOE

