

# **idX** CAREER OPPORTUNITY

**Title:** Controller, idX Seattle

## **Company Information:**

idX is the leading custom fixture and millwork manufacturer in the world. With facilities strategically located throughout North America and operations expanding globally into Asia and Europe, idX is helping companies such as Charles Schwab, Discovery Channel, Levi's, Marriott, Michael Kors, Microsoft, Nike, Ralph Lauren, Starbucks and Tommy Hilfiger achieve their brand vision.

Our mission is to differentiate idX from the competition by offering the economic and operational benefits of an international company while servicing the customer like an entrepreneur. idX has the expertise to integrate multiple materials including wood, metal, glass, laminates and veneer into outstanding retail environments. With personalized attention, extensive capabilities and a focus solely on fixturing and millwork, idX continues to deliver passionate service and exceptional quality products to our customers.

Located in the beautiful Pacific Northwest, idX Seattle has become one of the leading fixtures manufactures in the western region of the US. Located about 30 miles south of the city of Seattle affords good access to materials and the transportation system while offering a comfortable community and lifestyle for our employee base. Utilizing some of the latest technology and employing only the best personnel in the industry gives idX Seattle an edge in the store fixture market.

## **Description**

The Divisional Controller is a business partner and hands-on leader with overall responsibility for the financial management of the Seattle location including:

- Financial reporting and analysis
- Balance Sheet management
- Accounts receivable & accounts payable
- Cash management and reporting
- Budgeting and forecasting
- Information Systems
- Property taxes, sales and use tax, business registrations
- Capital investment analysis, justification and management
- Strategic Planning
- Legal/contractual obligations

## **Responsibilities:**

- Lead, partner and manage the business unit as part of the senior management team, actively participating in the development and execution of the business plan.
- Maintain the financial records of the Company in accordance with GAAP
- Develop, implement, and ensure internal controls and processes are in place which monitor and protect the assets
- Manage the assets of the Company with an emphasis on liquidity (cash) utilization
- Drive cost savings initiatives
- Developing and improving the financial organization
- Information Systems
- Provide timely, accurate reporting and analysis to Corporate Office
- Partner with the executive team, leading the financial management of our business

**Job Description (contd.)**

- Continuously forecast the business to build alternatives decision-making processes that can positively impact the business
- Coordinate and implement the annual budgeting process
- Ensure that the company is responding to all legal issues in a timely and responsible manner while monitoring the potential impact on the company
- Customer and vendor credit review process
- Analyze, develop and execute solutions for risks and opportunities
- Participate in value engineering initiatives to identify issues and improve manufacturing costs, variances, product design, methods, processes, etc.
- Partner with all functions, especially manufacturing & project management, providing information, guidance and recommendations on business issues

**Key Measures**

- EBITDA
- Gross Margin
- Safety
- Delivery
- Quality
- Cost savings
- Timely and accurate reporting
- Ratio leveraging of Assets to Liabilities
- Level of write-offs
- Return on Invested Capital
- Managing cash flow in relation to Sales, Inventory, Payables, and Accts Receivable
- Audit results
- Performance to budget
- Performance to competition

**Qualifications:**

- Degree in Business, Finance, Accounting or related discipline.
- CPA or Financial Designation or Masters Degree
- 10-15 years of progressive financial management experience in a manufacturing environment
- Knowledge of store fixture / custom manufacturing an asset
- Knowledge of GAAP, Private Equity Exposure and Foreign Currency
- Full understanding and application of ERP Systems
- Strong IT Background with knowledge of systems, infrastructure and overall strategy
- Highly effective communication skills
- Hands-on Leadership with a true passion for people

**This position reports to:**

CFO

**Interested and qualified candidates should submit resume via email to:**

Email: [anne.le@idxseattle.com](mailto:anne.le@idxseattle.com)