



**August 13, 2024**

Love Animals? Then Come Join Our Team!  
...and make a difference in the life of an animal in need by making animal care and protection  
your job!  
Apply for employment at the SPCA Monterey County today!

## Financial Controller

The Controller is responsible for managing the accumulation and consolidation of financial data necessary for accurate reporting of SPCA results to internal and external audiences. This individual will provide leadership and support to employees involved in the accounting process.

### Responsibilities:

- Assist in the development of financial policies, procedures, controls, and reporting systems Partner with department managers in interpreting their financial data to assist in decision-making
- Update and maintain SPCA general ledger through the input of monthly cash receipts, cash disbursements, accounts payable, general and adjusting journal entries.
- Drive the process for timely and accurate reconciliations of accounts in addition to the required supporting documentation, as necessary, to ensure timely monthly close.
- Develop and produce periodic and ad hoc financial reporting for internal and external audiences
- Assist the CFO with the preparation of schedules in response to the annual organizational audit.
- Monitor bank account transactions and balances
- Perform monthly reconciliations of bank accounts to general ledger and register balances
- Assist CFO in the preparation of the annual organizational budget
- Mentor department managers in their comprehension of financial statements and budget preparation
- Collaborate with department managers to analyze costs and develop plans for establishing and monitoring cost-effective processes.

- The work schedule for this position is Monday - Friday, 8AM to 5PM, 40 hours per week.

### Requirements:

- HS Diploma
- Bachelor's Degree in Accounting or related field or five years experience in financial management and accounting
- Non-profit financial management and accounting experience preferred

SPCA Monterey County offers full-time regular staff a comprehensive compensation package including a salary of \$95,000.00/yr- \$110,000+ DOE, including medical, dental and vision coverage, life insurance, participation in a tax-deferred 403(b) retirement program, and paid sick, vacation and holiday leave.

***The SPCA Monterey County conducts Pre-employment Criminal Background Checks and Drug Screenings***

**PLEASE SEND YOUR RESUME TODAY TO:**

SPCA Monterey County, Attn: Human Resources, P.O. Box 3058, Monterey, CA 93942

Fax to: (831) 373-8613, email to: [ggaluppo@spcamc.org](mailto:ggaluppo@spcamc.org) or visit us on the web at:

[www.SPCAMc.org](http://www.SPCAMc.org)