

## Company Overview

Established in 1949, Tusco Display ([www.tuscodisplay.com](http://www.tuscodisplay.com)) designs and manufactures custom retail displays, store fixtures and contract fabrications. We are known for our superior design, quality and time to market. Located just 15 miles south of New Philadelphia, our 105,000 square foot, ISO9001:2015-registered, tobacco-prohibited manufacturing and engineering facility in Gnadenhutten, Ohio supports our North American customer base. Tusco Display has been a top employer of Tuscarawas County for years and the company's CEO, Mike Lauber, is an active community and family leader whose personal values translate to the company's culture.

## What's important to us?

### Tusco Display Core Values:

- **Respect:** We build respectful relationships
- **Accountability:** We hold ourselves accountable and our partners accountable
- **Initiative:** We think ahead and move ahead.

**Quality Policy:** Tusco commits to continuously improve how we understand and meet expectations for our associates, clients, communities, government & regulatory agencies, shareholders and vendors.

## Primary Controller Duties:

The Controller must drive daily accounting operational functions (accounts payable, accounts receivable, payroll, cash management) through daily planning, directing and coordinating and present accurate financials in a timely manner at the close of each month. Monthly duties to ensure accuracy and safeguarding of assets include completing account reconciliations and identifying and resolving discrepancies or elevating items to proper channel for resolution. This role will support operational leadership with job costing analysis should be process improvement focused. We are also looking for a business partner that can see beyond their day-to-day and monthly reporting duties to provide data driven insights into business risks and opportunities and make recommendations and drive solutions that mitigate those risks and capitalize on those opportunities.

For a candidate with the requisite experience and skills (see those areas) this career opportunity is very flexible. Tusco Display will consider candidates working 30 hours a week with a mix of remote and on-site support. This is a great position for someone looking for an opportunity with more work-life balance than they currently have. This is also an excellent opportunity for someone who may have taken a step back from their career to focus on family and has reached a point where they'd like to get back to work and utilize their skills and experience while also maintaining a strong work-life balance.

**Salary Range:** \$52-\$75k + Benefits (range based on 30 hours a week) based on experience and skills.

**Position Type:** Exempt

## Primary Responsibilities:

- Oversee day-to-day financial operations, including but not limited to accounts payable, sales to collections cycle and cash management.
- Manage Accounting Assistant who administers daily transactional processes.
- Liaise with HR Manager who is responsible for payroll and 401k administration.
- Prepare analysis and make accurate and timely monthly/quarterly Sales Tax, Use Tax and Commercial Activity tax filings.
- Oversee execution of or adherence to all financial controls regarding cash, credit cards and other financial safeguards.
- Responsible for monthly closing and reporting, inclusive of booking monthly journal entries, full balance sheet reconciliation, variance analysis and scorecard preparation.

- Leads annual budgeting process inclusive of capital expenditure and cashflow planning.
- Assists with special projects and analysis as assigned by monument (includes development of improved processes, driving cost out, or increasing visibility of business/operational risks and opportunities).

**Qualifications/Skills:**

- Minimum seven years general accounting experience
- Manufacturing accounting and/or cost accounting experience preferred
- Excellent Microsoft Excel skills (v-lookups, SUMIFS, concatenates, Pivot Tables) a MUST- you will be tested
- Strong computer systems skills
- Strong analytical and problem-solving skills
- Excellent communication and interpersonal skills
- Detail-oriented and highly organized

**Education & Experience:**

- Bachelor's degree in accounting or finance
- Minimum seven years general accounting experience
- Advanced certifications, e.g., CPA, CMA preferred

**Benefits Available to Employees working a minimum of 30 hours per week:**

- Medical – family and single plans
- Vision
- Dental
- Life
- Paid Holiday: 60 hours (based on a 30-hour work week)
- PTO
- 401k match: \$0.25 for each \$1 of employee contribution
- Quarterly company contributions to HSA accounts