Controller (Oxnard)

BANKING - COUNTY COMMERCE BANK

A top rated, growing Financial Institution seeks a qualified full-time Controller. The Controller aides the Finance Department by performing any and all duties necessary to complete departmental requirements and projects. This position reports directly to the Chief Financial Officer.

Responsibilities:

Controller performs various accounting work, including but not limited to: reconciling general ledger accounts, analyzing and verifying financial data, preparing daily analysis reports, preparing journal entries, special projects, ad hoc reporting, aids in the preparation of the annual budget, interacts with bank vendors, aides in the preparation of regulatory filings, updates bank policies, develops, checks and implements internal controls, is a backup for accounts payable, as well as providing overall support for the general needs of the department.

Qualifications:

Bachelor's Degree in Business Administration with an emphasis in Accounting Strong computer skills using both Microsoft Word and Microsoft Excel Ability to follow policies and procedures Possess excellent verbal and written communication skills Excellent listening skills.

Strong organizational skills

Experience:

Minimum 5 years of Financial Accounting Banking Experience REQUIRED Equal Opportunity Employer