



# Financial Analyst / Controller

## Job Description

We currently have great opportunity for a Financial Analyst. This position will have an active role in the monthly reporting and analysis, ad hoc reporting, budgeting, forecasting and projections. Also looking for someone that can grow into more of a CFO role that includes Operations.

## Responsibilities

- Prepare, review and distribute monthly financial reports
- Track expenses and revenues vs. budget and re-forecast and analyze fluctuations
- Prepare Quarterly consolidation.
- Assist with the Estimating Department.
- Prepare annual financial information to be provided to external auditors
- Prepare quarterly operating reports
- Assist in the budget & forecast process
- Maintain budget and forecast information in the accounting system
- Evaluate profit and cost efficiencies in various areas of the organization as needed
- Develop, maintain and distribute ad-hoc reports and financial models as needed

## Qualifications

- An interest in the homebuilding industry.
- Bachelor's degree in Accounting, Finance or Economics required
- Minimum of 3 years experience in reporting, consolidation and financial analysis.
- Accounting/GAAP knowledge
- Advanced knowledge of Microsoft Office (emphasis on Excel & Access)
- Strong initiative and ability to manage multiple projects
- Excellent Communication skills
- Strong initiative and ability to manage multiple projects as well as strong follow through skills
- Ability to complete projects timely and accurately critical
- Must be detail oriented with strong organizational and analytical skills

At Homes by Josh Doyle we thrive on the relationships we build with people. We treat our customers more like friends and family than just simply a sale. We use the latest technology to design custom homes and manage our building process. And finally, we do not cut corners. We use only premium quality building materials to ensure that our customers live in a home that is truly built to last a lifetime.

**Send all resumes to [jdoyle@hbjd.com](mailto:jdoyle@hbjd.com)**