



## **Controller**

Kentucky Wesleyan College is a leader in liberal arts and professional education with a long-standing reputation for quality and academic excellence. Currently serving approximately 700 students, Kentucky Wesleyan provides a challenging and supportive academic experience, a positive work environment, and a stimulating culture. Kentucky Wesleyan produces highly qualified graduates who become successful professionals in the career of their choice and valuable members of their communities.

Kentucky Wesleyan College seeks applicants for a full-time Controller. Reporting to the Vice President of Finance, this position has responsibility for the College's financial activities including not-for-profit fund accounting.

### Responsibilities

Major responsibilities for the Controller include but are not limited to:

- Recording and ensuring the accuracy of financial transactions in the general ledgers in accordance with accounting standards and regulations of not-for-profit fund accounting.
- Preparing and analyzing financial statements for internal and external utilization.
- Monitoring the College cash management and endowment, gift, plant, and investment accounting.
- Assisting with budget administration including forecasts, analysis, and reporting.
- Overseeing the financial accounting system integrity and internal control.
- Leading and coordinating the annual external audits and statement preparation.
- Directing accounts payable, student accounts, and collection functions.
- Monitoring the financial policies and procedures for the College.

### Qualifications

Applicants must have at least five years of accounting experience, a bachelor's degree in accounting, a working knowledge of integrated databases, and excellent organizational, interpersonal, and communication skills. A strong work ethic and attention to detail while working on multiple tasks in a fast-paced environment are essential. CPA certification, not-for-profit fund accounting, or higher education financial experience is preferred, as is a master's degree.

### Benefits

This full-time position has access to a full range of employee benefits, including health, dental, vision, and life insurance; retirement plans; tuition plans; and a generous benefit time program.

### To Apply

Please submit a cover letter, resume, and the contact information for at least three professional references to Cindy Sublett in Human Resources at [csublett@kwc.edu](mailto:csublett@kwc.edu). The College will not sponsor applicants for work visas.

Review of applications will begin immediately and will continue until the position is filled.

Kentucky Wesleyan College is an equal opportunity employer.

### About Owensboro

Kentucky Wesleyan College is located in Owensboro, Kentucky, a vibrant, beautiful, and safe city on the Ohio River. Owensboro offers a big-city feel with southern charm and is easily accessible from metropolitan locations such as Evansville, IN; Louisville, KY; Nashville, TN; and St. Louis, MO.

With more than 20 annual celebrations, including the International Bar-B-Q Festival, Owensboro is known as Kentucky's Festival City. Owensboro also has received several awards recognizing various positive aspects of the city, including the Top 100 Best Small Cities in the Nation (2015), the Best-Performing Cities (2016), and the All-American City Award (2013).

Additional information about Kentucky Wesleyan College and the Owensboro community may be found online at [kwc.edu](http://kwc.edu), [owensboro.org](http://owensboro.org), and [edc.owensboro.com](http://edc.owensboro.com).