

Blue Oak Energy is a commercial and utility scale solar electric project firm based in Davis, California. We are recognized internationally as one of the industry leaders in designing, planning, and managing the installation of some of the largest solar electric projects in North America. Our core mission is to develop as much high-quality photovoltaic generated energy as possible in our lifetimes.

We are currently seeking a talented and motivated corporate **Controller**. *As this is a new position, there is the possibility that the right candidate could commence this position in a part-time (50-75%) capacity.*

We believe that our employees are the current and future success of our company. Thus, we offer a fun, challenging and rewarding environment with competitive salaries, outstanding benefits and career development opportunities. You will be a part of a dynamic and dedicated staff of 30+ people. The environment at Blue Oak Energy is fast paced and energetic. We are anticipating national growth and are looking for people who are interested in growing with us.

Responsibilities:

- Lead day-to-day financial operations and supervise a team of approximately two staff members in the areas of customer invoicing, accounting, accounts payable, accounts receivable, and payroll.
- Partner closely with the CEO, senior leadership, and the Human Resources and Information Technology staff to enhance and better integrate Finance, HR, and IT functions.
- Develop, implement and manage internal controls and safeguards for collecting revenues and controlling expenses.
- Consistently analyze financial data and present financial reports in an accurate and timely manner. Clearly communicate monthly, quarterly, and annual financial statements as required. Monitor progress and keep senior leadership abreast of financial picture.
- Manage organizational cash flow forecasting by working in partnership with the engineering and project management; continuously collaborate with management to assess the financial efficacy of project operations.
- Leverage strengths of the current Finance team members, help to clarify roles and define responsibilities.
- Manage audit requirements and work with external auditors.

## Qualifications

This is an excellent opportunity for a mature leader with five to ten years of accounting and finance experience, ideally beginning in accounting and audit, followed by experience gathering, evaluating, presenting, and reporting financial information to executive teams and external stakeholders.

- Minimum of a BA. CPA preferred.
- Knowledge of finance, accounting, budgeting, and cost control principles including Generally Accepted Accounting Principles.
- Demonstrated qualities of integrity, credibility, and fiduciary responsibility.
- Solid experience coordinating audit activities and managing reporting, budget development, and analysis, accounts payable and receivable, general ledger, payroll, and accounting for investments.
- Technology savvy with experience selecting and overseeing software installations and managing relationships with software vendors. Advanced knowledge of accounting and reporting software.
- Keen analytic, organization, and problem solving skills, which allows for strategic data interpretation versus simple reporting.
- Strong interpersonal and communication skills. Experience in effectively communicating key data including presentations to senior management, board, or other outside partners.
- Ability to contribute to an amicable working environment with other associates and employees.

## Application Requirements:

Only resumes submitted with a cover letter will be considered. References will be contacted for all final candidates.

Respond to: [careers@blueoakenergy.com](mailto:careers@blueoakenergy.com), with CONTROLAPP in the subject line

Start date: Aug-Sept 2010

Annual Salary: Competitive

Benefits: PTO, medical, dental, 401(k) and more.