

Hope Club

6 Benevolent Street

Providence, RI 02906

The Hope Club is seeking a Full Time Financial Controller

The Hope Club is seeking a full-time financial controller to join our organization. Established in 1875, the Hope Club is one of America's first private social clubs prominently located on historic College Hill on the East Side of Providence, Rhode Island. The Hope Club is proud of its heritage and reputation as a place where business and professional men and women, civic, community and social leaders have gathered for generations.

Position Responsibilities

The Controller is responsible for oversight and management of accounting functions of the Hope Club, and for ensuring that the Club's financial reporting conforms with GAAP (Generally Accepted Accounting Principles) standards. In this role, the Controller provides prompt and accurate management information reports and month-end and year-end financial statements in addition to timely financial analysis and ad-hoc reporting. The Controller is a key member of the management team assisting the General Manager in daily management and meeting financial and service goals. Further, the Controller provides the Club's external auditors with support and documentation to ensure the audit and any required financial regulatory filings are completed in a timely manner.

Requirements

- Accounting degree from an accredited College or University
- CPA or equivalent experience a plus
- Experience commensurate with the position
- Strong skills with Microsoft Office especially Excel and Word
- Remains focused on tasks at hand
- Strong financial and accounting background, including the application of GAAP to monthly and annual financial statements including profit and loss, balance sheet and cash flow management, general finance, budgeting
- Strong analytical skills
- Must have excellent communication and listening skills
- Experience with Club Essentials and Jonas Club Management Software or equivalent software

Salary is highly competitive and based on experience, this is a full-time, year-round position. Benefits include health, dental, paid vacation, 401K and annual holiday bonus. Please send your resume along with a cover letter to Mitchell Frania, General Manager m.frania@hopeclub.com

Application deadline is May 24, 2023.