

CONTROLLER

Arizona Water Company, a private utility serving customers throughout Arizona, is seeking a management-level Controller with strong utility accounting and rate regulation experience, to oversee its accounting department in its Phoenix headquarters.

JOB SUMMARY

Under the direction of the Vice President and Treasurer according to Generally Accepted Accounting Principles (GAAP), Financial Account Standards Board (FASB) pronouncements, Internal Revenue Code, NARUC System of Accounts, and Arizona Corporation Commission policies.

JOB DUTIES AND ESSENTIAL FUNCTIONS

The Controller performs a variety of tasks and duties which may include, but are not limited to the following:

- Manages, directs, supervises, and verifies the accuracy of four professional accountants and two clerical employees who perform work involving the preparation, posting and summarization of the Company's financial transactions by operating systems and for the consolidated Company according to the NARUC System of Accounts.
- Plans and schedules the monthly and year-end closing work to produce the actual and budgeted financial reports.
- Coordinates closing schedules and processing with the field managers and IT supervisor.
- Reviews invoices comprising weekly A/P run for proper coding and conformity to accounting policies. Analyzes transactions and accounting balances and applies knowledge of federal and state income tax regulations to compute the monthly income tax accruals, estimated quarterly payments and year-end federal and state returns.
- Prepares and files 5500 reports for 401 (k) and benefit plans.
- Meets with independent auditors to schedule their annual work and review potential auditing issues. Plans and coordinates the preparation of the year-end accounting information for the Company's independent auditors, responds to audit inquiries, and explains and interprets Company accounting policies, methods and procedures as needed.
- Develops schedules, reports, analyses and supporting detail as necessary for rate case preparation and support.
- Prepares timely responses to discovery requests.
- Plans and coordinates the work and provision of information for other external auditors such as 401(k), Department of Labor, Internal Revenue Service, Arizona Department of Revenue, and other local government auditors.
- Perform other duties assigned by the Vice President and Treasurer.

SKILLS, KNOWLEDGE. AND PHYSICAL REQUIREMENTS

Skills, knowledge, and physical requirements include, but are not limited to the following:

- Ability to effectively use a personal computer. Must be competent in Microsoft Office, especially Word and Excel, as well as Great Plains and Doclink.
- Working knowledge of accounting applications and practices; and ability to analyze normal business transactions.
- Working knowledge of fax machine, multi-function copier, and 10-key adding machine. ● Ability to interact with supervisors, co-workers, and other employees in a cooperative and professional manner.
- Must be dependable, punctual, and have good attendance.

ARIZONA WATER COMPANY

- Neat and presentable professional appearance.
- Ability to perform repetitive physical activities using feet, legs, hands, and arms, and be able to use keyboard, walk, sit, bend, stoop, climb stairs, reach, grasp, push, pull and lift up to 20 lbs.

EDUCATION, TRAINING AND EXPERIENCE

The following are required:

- Bachelor's degree in accounting.
- CPA certification.
- Additional course work in regulatory accounting and rate-making principles is desirable. ● Valid Arizona driver's license and acceptable driving record.

Arizona Water Company offers an excellent wage and benefits package, including company paid life and medical insurance, dental and vision plans, and an excellent 401(k) plan with company match. Pay depends on experience and qualifications.

Send in resumes and applications to awc-hr@azwater.com