



CHIEF FINANCIAL OFFICER

Client Information

Our client A. T. Clayton & Co. Inc., a wholly owned subsidiary of Marubeni Corporation, is a leading strategic procurement organization serving major end users of paper, including catalogues, direct mailers and magazine and book publishers. Annual sales are approximately \$500 million dollars.

The Chief Financial Officer will report to the Chairman and Chief Executive Officer and will be a key member of the company's executive team. This position will provide an attractive six figure base salary complimented by incentive programs and an outstanding benefits program.

Position Dimension & Key Responsibilities

- Primary responsibility for the financial plans and policies of the organization, including establishment and maintenance of fiscal controls, preparation and interpretation of financial reports and safeguarding of the organization's assets
- Provide financial and administration leadership, and (depending on organization of the function) IT management leadership regarding principles, practices and methods of corporate/business finance and accounting; financial consolidation; principles and practices of financial management, including budgeting, cash management, data analysis, reporting and auditing. Good working knowledge of GAAP, federal, and state tax reporting methods and obligations
- Create a high performing, customer-focused financial organization that demands excellence and where openness, teamwork, creativity, innovation and speed are the shared values by which the company consistently operates
- Apply strong prior information technology experience to guide IT investment as well as evaluate and champion cost effective systems that improve business planning, forecasting and project management.
- Responsible for establishing and maintaining strong corporate relations with the corporate parent as well as other external financial communities
- Drive strategic planning process and advise and participate with Chief Executive Officer and senior management team on financial and business affairs
- Participate in the development of the corporation's plans and programs as a strategic partner
- Analyze merger and acquisition proposals as to the effect on the corporation
- Evaluate and advise on the impact of long range planning, and the introduction of new programs/strategies
- Provide timely and accurate analysis of budgets, financial reports and financial trends in order to assist the Chief Executive Officer and other senior managers in performing their responsibilities
- Provide strategic financial input and leadership on decision making issues affecting the organization and its employees; i.e. evaluation of key customers, vendors, benefit packages, etc.

- Optimize the handling of bank relationships and initiate appropriate strategies, when needed, to enhance cash position
- Evaluate the finance department structure and plan for continual improvement of the efficiency and effectiveness of the group as well as providing individuals with professional and personal growth (where possible)
- Manage and interface with accounting personnel at the corporate parent (MAC)
- Interface with external legal firm in the development of supply contracts with clients and mills
- Direct and manage fiscal audits as well as relationships with outside audit/legal and tax firms
- Direct decisions regarding credit limits and managing accounts receivable
- Special projects as directed by the Chief Executive Officer

Ideal Candidate Profile

- 10-15 years progressively responsible experience in corporate finance and accounting. Experience ideally will include both mid-size public or private companies. Prior public accounting experience desired.
- Team orientation – “roll-up-the-sleeves” style. Able to generate sustained enthusiasm. Strong overall business acumen. Superior negotiating skills; non-threatening style.
- A “charismatic leader”, possessing high ethical standards, with ability to instill pride, passion and a winning attitude. Must be viewed as a “knowledge source.” A diplomat, persuasive style, “soft hands” with exceptional behavioral skills. Apolitical. Self-directed with ability to champion a “get it done” philosophy
- Capable and comfortable in the role of strategic partner with the Chief Executive Officer, providing counsel, strategic assessments of the company’s financial strength and opportunities for improvement, development of corporate strategies as well as the ability to lead new strategic efforts
- Experience leading change, leveraging financial systems and information to drive a growth orientation. Contemporary experience with financial IT systems/solutions.
- Demonstrated experience and record of achievement in enhancing bottom line results for existing lines of business as well as aggressively analyzing proposals for new products, services, and channels for growth
- Energetic, forward-thinking strategic visionary with sound technical and communication skills, analytical ability and judgment
- A well organized and self-directed individual
- Must demonstrate capacity for hands on involvement and as a key knowledge source for all finance issues
- Strong skills in leading and developing multiple work groups in a team-based environment

Education & Experience

- Bachelor's degree in Finance/Accounting
- CPA a must
- 10-15 years financial/management experience