



<p><b>Job Title:</b> Senior Controller</p> <p><b>Reports To:</b> Chief Executive Officer</p>	<p><b>Location:</b> Integrated Biometrics, LLC Spartanburg, SC or Chandler, AZ (Hybrid)</p>
<p><b>Job Description</b></p>	
<p><b>Introduction</b> Integrated Biometrics (IB) provides a suite of world-class biometric products ranging from touchless identification software, middleware solutions to embedded and portable FBI certified fingerprint devices that are used around the globe. We are seeking a highly experienced and dedicated professional to join our team as a Senior Controller.</p> <p>Based on the candidate's level of experience and qualifications, there is potential for consideration for a higher job title such as Vice President of Finance or Chief Financial Officer (CFO). Candidates with exceptional expertise, extensive leadership &amp; operations experience, and a proven track record in financial management may be considered for these elevated positions.</p> <p><b>Job Purpose</b> The Senior Controller manages all areas and responsibilities of Accounting, Financial Reporting and Operational Reporting. The Senior Controller reports directly to the Chief Executive Officer.</p> <p>The Senior Controller is responsible for the accounting operations of IB, to include the timely accurate production of financial reports, maintenance of accounting records and controls and reporting variances versus budgets to provide guidance to management. The Senior Controller will ensure that reported results comply with generally accepted accounting principles (GAAP).</p> <p>The Senior Controller is responsible for cash monitoring, forecasting and management. This includes providing notice for funds received from customers, monitoring spending activities versus P-Plan and maintaining a 13-week cash forecast, updated weekly.</p> <p>The Senior Controller will also oversee A/R credit checks, collections, customer payment terms, and management of past due accounts. The Senior Controller has the authority to notify the customer and sales department of A/R policy / terms violations and to put customer shipments on hold and adjust A/R terms with customers if appropriate for good A/R risk management.</p> <p>With regards to A/P, the Senior Controller is encouraged to make maximum use of AP terms, and to recommend / negotiate improvements to A/P terms where possible.</p>	



**Typical work includes:**

**Management Responsibilities**

- Maintains and administers accounting policies and procedures
- Define, monitor, and achieve the department's quarterly ROCKS (goals)
- Direct and manage the finance and accounting team
- Monitor the accounting operations of IB Korea, focused on timely and accurate transaction-processing and adherence to accounting policies and procedures
- Support and participate in development of the company's quarterly P-Plan (financial plan), to include departmental-level information and metrics
- Provide monthly analytics and reporting for variance to P-Plan at the Consolidated, Individual Company and Departmental levels.

**Transaction Responsibilities**

- Monitor the accounts receivable and accounts payable functions
- Process IBUS payroll
- Ensure that month end closings are completed per schedules
- Ensure that required payments are made on a timely basis
- Maintain the chart of accounts
- Maintain a system of controls over accounting transactions, to include separation of duties

**Reporting Responsibilities**

- Issue timely and accurate financial statements and budget variances for IBUS, IBK and the consolidated company
- Recommend scorecard metrics to measure and improve the performance of company operations
- Calculate and report financial and operating metrics to key stakeholders within the company
- Monitor and report variances from the P-Plan, reporting significant variances to management
- Develop, monitor and report P-Plan variances to departmental leaders
- Assure timely close of financial books each month.
- Provide financial analysis as needed for capital investments, pricing decisions, project investment reviews, contract negotiations and other efforts
- Analysis and reporting of company sales and operations planning (SIOP)
- Monitor, analyze and report the 13-week cash forecast for the Company
- Other reporting, as defined, and as required for 3<sup>rd</sup> parties



#### Compliance

- Coordinate the provision of information to external auditors
- Develop and implement transaction auditing processes for IB activities
- Monitor and report debt levels and compliance with debt covenants
- Comply with local, state, and federal government reporting requirements and filings
- Comply with other reporting requirements (investor, lender, other)

Desired Traits: Curious; Analytical; Strong Excel Skills; Able to Shift Between Detail Oriented to Summary / Big Picture; Driven to Achieve by Understanding and Solving Challenges; Delivering Customer Value; Focused Communicator; Servant Leadership.

#### **This position requires:**

- Bachelor's degree in Accounting, Finance, or a related field. CPA or CMA certification is strongly preferred
- 10+ years progressive experience as a Controller or similar financial leadership role, preferably with at least 5 years in a senior capacity
- Strong knowledge of accounting principles, financial analysis, and reporting standards.
- Proficiency in financial management systems and software, such as ERP systems and advanced MS Excel
- Excellent analytical, problem-solving, and decision-making skills
- Exceptional attention to detail and accuracy, with a high level of integrity and ethical conduct.
- Excellent leadership and team management abilities, with a track record of developing and motivating teams.
- Effective communication and presentation skills, with the ability to convey complex financial information to non-financial stakeholders
- Ability to work well under pressure, meet tight deadlines, and adapt to changing priorities
- Willingness and ability to travel including internationally on occasion (<20%)
- Must be comfortable and effective communicating with others who have English as a primary, or secondary language
- Curious, innovative, and ambitious; driven to achieve by understanding and solving challenges, delivering customer value, and creating superior products

#### **Other Desirable Skills & Qualification (not required)**

- Masters degree in Accounting, Finance or MBA
- Knowledge of biometrics industry, standards, and competition



- Experience as a Business Analyst, demonstrating a strong understanding of business processes, data analysis, and the ability to translate financial insights into actionable strategies.
- Experience in strategic financial planning, mergers and acquisitions, and financial due diligence.
- Proven ability to drive process improvements and implement best practices in financial operations.
- Experience working in a fast-paced, high-growth environment, preferably in a multinational organization.
- Demonstrated ability to build and maintain effective relationships with stakeholders at all levels of the organization.
- Strong leadership presence with the ability to influence and inspire others.
- Excellent communication and presentation skills, with the ability to effectively convey complex financial concepts to diverse audiences.
- Familiarity with quality processes and/or systems
- English and Korean language skill

Working Conditions: Hybrid (in-office/remote) based out of either IB South Carolina or Arizona office. Will be expected to travel domestically and internationally as needed to company locations. Periodic weekend or evening work is expected.

#### **ABOUT IB**

Integrated Biometrics, LLC designs and produces biometric software and FBI-certified fingerprint sensors for law enforcement, military operations, homeland security, national identity, election validation, social services, and a wide range of commercial applications. The company's patented light emitting sensor technology enables lightweight scanners that outperform traditional prism-based devices in size, power consumption, portability, and reliability. Identity management solutions providers, government agencies, and corporations around the world rely on Integrated Biometrics' products to enroll and verify individual identity quickly and accurately, even in remote locations. In early 2017, Integrated Biometrics adopted the Entrepreneurial Operating System (EOS) – as taught in TRACTION by Gino Wickman. We use this approach for the overall foundation of the organization. The results have been good to excellent. Naturally, we continue to extend EOS to all levels of the organization. It has become an important part of our culture of achievement.

Our executive offices, including marketing, finance, accounting, and domestic logistics are based in Spartanburg SC, our strategic engineering and R&D facilities are in Chandler, AZ and our manufacturing and product / process / engineering offices are outside of Seoul, South Korea. The majority of IB's sales resources work remotely across the globe.



IB has been recognized as one of the South Carolina Top-25 Fastest Growing Companies in 2016, 2017, 2019, 2020 & 2021 and in the Inc. 5000 Fastest Growing Companies for 2016, 2017, 2018, 2019 2020 and 2021.

**Core Purpose:** We enable convenient, accurate fingerprint identification.

**Core Values:**

- Customer-focused
  - Friendly – Cooperative – Good Listener – Respectful
- Get Things Done
  - Persistent – Curious & Innovative – Results Oriented – Proactive Resourceful Common Sense – Helpful – Enthusiastic – Adaptable
- Accountable
  - Trustworthy – Team Player – Cooperative Relationships – Honest – Reliable – Quality Work Unbiased Behavior – Support for Workplace Diversity

Responses can be sent to: [jobs@integratedbiometrics.com](mailto:jobs@integratedbiometrics.com)