



Job Title: Vice President of Financial Reporting
Reports To: President

Summary of Position:

The Vice President of Finance manages the Finance, Accounting and Information Technology (IT) departments providing financial information to assist management and other internal customers in making educated business decisions. Also responsible for the business IT infrastructure, ensuring efficient business tools are available and adequate IT security and redundancy systems are in place.

Duties and Responsibilities:

- Oversee the activities of Finance and Accounting for the accurate and timely dissemination of financial management reports, including, but not limited to, internal and external monthly financial statements, annual audits, and annual budgets.
- Manage the financial reporting and analysis functions, providing effective reporting and strategic analysis to USCS Executive Team and TDG corporate leaders.
- Lead and manage the preparation and review of financial budgets and rolling quarterly forecasts. Oversee annual budget process and supporting systems.
- Establish and maintain systems and controls that verify the integrity of all financial & accounting systems, processes, and data, to enhance the company's value.
- Participate in the development of the corporation's plans and programs as a strategic partner.
- Act as an advisor from the financial perspective on any contracts into which the company may enter.
- Ensure financial and accounting compliance to all required laws and regulations
- Evaluate the finance division structure and team plan for continual improvement of the efficiency and effectiveness of the group as well as provide individuals with professional and personal growth.
- Participate in a wide variety of special projects and compile a variety of special reports.
- Provide Oversight and Guidance with USCS Export Compliance Policy to ensure compliance with the Export Administration Regulations (EAR), the International Traffic in Arms Regulations (ITAR) and related laws and regulations.
- Oversee IT activities to ensure:
 - IT infrastructure supports all USCS business needs
 - IT infrastructure meets all applicable regulatory requirements
 - Continuously improving cyber security measures, to ensure USCS assets are protected from internal and external threats
 - Ensure that IT infrastructure has adequate redundancy to ensure continuous business operation.
 - Assist in managing IT projects from a cost and project management perspective
- All other duties as assigned.



Supervisory Responsibilities:

Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

Core Competencies:

- Advanced Financial Management and Analytical, Critical thinking and decision-making skills.
- Strong ethical values and performs with the highest level of Integrity.
- Excellent communication, interpersonal skills, and strong sense of teamwork with ability to be Business Partners with Leadership team.
- Complex Problem Solving: ability to develop and implement new ideas to improve processes.
- Leadership and Management with strong coaching and development skills.
- Organization: very detail oriented and always comes prepared.
- Time management: ability to organize and manage multiple priorities and effectively deal with tight deadlines and pressure.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below represent the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

- Must be a "US Person" under the definitions of the International Trade in Arms Regulations (i.e. US citizen or Lawful Permanent Resident).

Education and/or Experience:

- Bachelor of Arts degree (B.A.) or Bachelor of Science degree (B.S.) from four-year college or university.
- Master's degree (M.A.) or equivalent preferred.
- Eight years related experience and/or training.



Physical Demands/Work Environment:

The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Must be able to lift a minimum of 40 pounds.
- Specific vision abilities required by this job include close vision, depth perception, and ability to adjust focus.
- Travel required up to 15%.

While performing the duties of this job, the employee may be regularly required to sit, stand, bend, reach and move about the facility. The environment characteristic for this position is an office setting. Candidates should be able to adapt to a traditional business environment.

To apply, submit resume: www.uscargosystems.com/careers/

Signature:

I understand that I am expected to adhere to all company policies and to act as a role model in the adherence to policies. I have read and agree that the contents of this job description accurately reflect my understanding of what is expected of me in this position.

Employee's Name: _____

Employee's Signature: _____ Date: _____