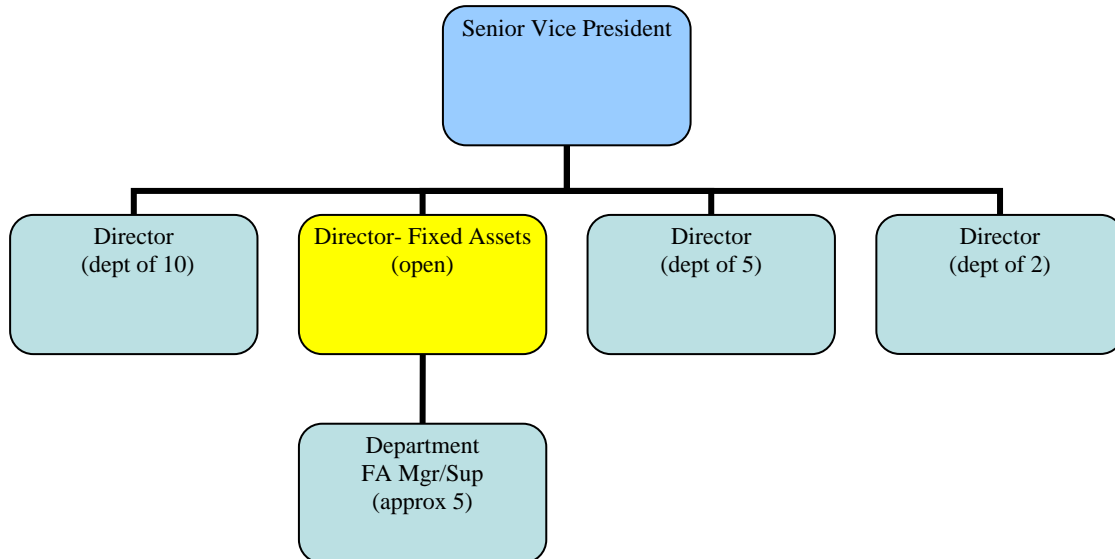


Position Title: Director of Fixed Assets



Organizational Chart:



Overview:

A public service organization (\$900M / 700 employees at headquarters – 20,000 worldwide) has engaged Accountants One in a confidential and exclusive search for a Director of Fixed Assets. This crucial role requires exceptional leadership directing the Fixed Asset Group, while supporting the growth cycle of this vibrant organization.

This position requires effective problem solving ability, strong organizational skills and the ability to get things done in a positive manner. The company has a strong track record of shared decision making and stresses working hard while concurrently having fun and retaining a good work-life balance.

Company Size:

\$900M combined revenue.

Position Location:

Conyers, GA

Reports to / Manages:

Senior Vice President / A department of 5+

Salary Structure:

\$140K -- \$155K

Duties/Responsibilities:

- Manage the day to day operations around timely and accurate recording of all asset acquisitions, retirements/disposals, transfers, gains/losses, etc. as well as acquisitions and dispositions.
- Insures the integrity of the general ledger through reconciliation of detail ledgers to the general ledger for all fixed asset categories with adherence to period book closing schedules.
- Oversight of control environment documentation and evaluation of the adequacy of internal controls over significant accounting processes and reporting with the Fixed Asset areas.
- Provides fixed asset policy and procedure guidance to corporate and field personnel. Maintain good relationships with the internal customers of the group.
- Actively identify, develop and implement both operational and strategic plans in order to enhance the effectiveness and efficiency of the department, including changes in operations and structure of the group, as appropriate.

Additional responsibilities:

- Assist with the annual audit and perform 1st level review of all work papers prepared in connection with the audit and quarterly reviews relating to the Fixed Asset work papers.
- Facilitate strategic planning for areas of responsibility.
- Provide expertise to all personnel as needed.
- Special projects as requested by the Senior Vice President/Controller.

Required Qualifications:

- Accounting Degree required.
- CPA a plus
- Experience with Oracle a must
- 5+ years experience in an Accounting Managerial role