

JOB DESCRIPTION

Specialty: Controller

Date: 2020

Company: PICO Holdings, Inc.

Reports To: CEO

Location: Carson City, Nevada

Job Summary: The Controller position is accountable for the financial reporting, accounting, treasury, income tax, human resources and operating functions of the company, to include the production of periodic financial reports, maintenance of accounting records, processing payments, and a comprehensive set of internal controls designed to mitigate risk, compile reported financial results, and ensure that reported results comply with US GAAP.

Responsibilities:

1. Financial Accounting/Reporting
 - Prepare timely and accurate financial reports filed with the Securities and Exchange Commission, including Form 10-Q, 10-K, 8-K, Proxy statement and other filings as needed;
 - Responsible for all Section 16 reporting;
 - Oversee preparation and compilation of annual and monthly budgets by project and quarterly variance analysis reports;
 - Oversee preparation and review of internal financial statements prepared on a quarterly basis.
 - Preparation of complex impairment models
2. Accounting Department
 - Manage and direct the Company's financial accounting functions; including establishing and maintaining the organization's accounting practices, procedures, and internal controls (SOX 404);
 - Manage the Company's annual audit and quarterly review process;
 - Recruit, train, and evaluate department staff;
 - Review and manage work product prepared by staff and senior accountants.
3. Treasury and Income Tax Operations
 - Oversee processing of cash transactions including processing of accounts payable;
 - Manage cash balances and processing of wire, transfers, and payroll and other compensation processing;
 - Oversee cash reporting, bank account and relationship management;
 - Responsible for all aspects of income tax reporting and compliance including quarterly income tax provision, estimated payments and completion and filing of the Company's federal and state income tax returns.
4. Operations
 - Determine and establish accounting policies and procedures, including any new general ledger accounts, budgets, including maintain documentation and support for entity including operating agreements/contribution agreements;
 - Assist with financial decisions as needed (including credit and loan applications, bank accounts, budgets, lease contracts, billings, employee issues, etc.);
 - Knowledge of and experience with Sage Intacct ERP accounting system;
 - Management of Information Systems function;
 - Management of Human Resource function.

Job Specifications:

Education: Bachelors Degree in Accounting (Masters preferred), CPA license, and a minimum of 15 years accounting and reporting experience,

Status: Exempt

Experience/

Technical Skills:

- Big 4 accounting firm experience
- Hands on Public company financial reporting experience required (10K, 10Q, 8K, Section 16, Proxy statement)
- 5+ years managing and leading staff
- Previous experience in the resources industry (Water resources preferred)
- Experience doing presentations to the Board and Audit Committee
- Experience negotiating contracts
- Proven track record of process improvement
- Excellent verbal and written communication skills
- Able to travel when required
- Willing to work a flexible schedule.
- Knowledge of and experience with Corporate Taxation

Note: No relocation assistance is provided for this role.

To apply send resume and cover letter to: Elena Cuzman ecuzman@vidlerwater.com