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Director of Finance

Position Summary: This role is a representative of the National Swine Registry (NSR) and its entities and initiatives. The Director of Finance shall oversee all financial aspects of business and drive the company's financial strategy and planning. You will be responsible for assessing the financial performance of the company as well as possible risks and investments. This individual is a reliable professional with a broad knowledge of all accounting, financial and business principles. They are strategic thinkers and effective leaders who can make the most profitable decisions, as well as complete day to day tasks needed for financial success. The goal is to guide the company towards profitability and long-term success. This position reports directly to the CEO.

Location: NSR Office, 2639 Yeager Road, West Lafayette, IN 47906- Remote or Hybrid negotiable based on experience and qualifications

Application Requirements:

- Self-motivated, hardworking, team player, organized problem-solver.
- Able to establish priorities, work independently and proceed with objectives.
- Proven experience as director of finance or similar role
- In-depth knowledge of corporate finance and accounting principles, laws and best practices
- Solid knowledge of financial analysis and forecasting
- Proficient in the use of MS Office and financial management software (e.g. Intuit QuickBooks)
- An analytical mind with a strategic ability
- Excellent organizational and leadership skills
- Outstanding communication and interpersonal abilities
- BS/BA in accounting, finance or relevant field; MSc/MA is a plus
- CPA or other relevant qualification is a plus

Responsibilities:

- Drive the financial planning of the company by analyzing its performance and risks
- Retain constant awareness of the company's financial position and act to prevent problems
- Set up and oversee the company's finance IT system
- Provide weekly updates and reporting to CEO
- Oversee all audit and internal control operations
- Prepare timely and detailed reports on financial performance on a monthly and annual basis
- Ensure adherence to financial laws and guidelines
- Oversee invoicing, billing, accounts receivables and payables
- Assist in developing workflow and strategy for better financial processes
- Coordinate with department leadership to develop and maintain budgets

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- Assist in identifying enhancement in HR related services
- Communicate and coordinate with customers and members as needed

Description is not all-inclusive, and responsibilities may be added or altered as needed. Opportunity exists to be considered for CFO level role with intent to hire billing analyst/clerk role for support based on candidates experience.

Applications: Application package should include the information below and emailed to Clay Zwilling by no later than Friday, May 10, 2024.

- **Cover Letter**
- **Resume**
- **Three References**

Clay Zwilling
CEO
National Swine Registry
2639 Yeager Road
West Lafayette, IN 47906
765.463.3594 – Office
309-582-4808- Cell
clay@nationalswine.com