



## Financial Analyst

Atlas Coffee Importers is a Seattle-based Specialty Coffee importing company. Atlas' mission is to provide personalized coffee trading services to benefit the global coffee community. This means our focus and energy are directed toward quality – of coffee, of business, of relationships, of environment. What is good for Atlas should to be equally good for our vendors, our clients, and the people who work here.

We are looking for a talented financial professional to join our team to develop and enhance our financial reporting, forecasting and budgeting, and financial analysis functions in support of our mission. The ideal candidate loves numbers and analysis, and has a focus providing the team with quality data to inform our decision-making.

We have a fun and supportive work environment and provide excellent benefits such as paid holidays and time off, 100% employer-paid health insurance premiums, employer-matching SIMPLE IRA, profit sharing and all the coffee you can drink. We maintain a smoke and scent-free environment.

If you love people, numbers, and coffee, and bringing them all together, let's talk!

### Summary

This position reports to the Chief Financial Officer, and is responsible for internal and external financial reporting, financial analysis of company operations and results, and enhancement of budgeting, forecasting and cash flow modeling tools. This position will also support certain operational accounting duties, and assist with annual audit, tax returns and other finance and accounting activities.

### Duties & Responsibilities

- Lead internal, parent company and external financial reporting
- Work with various stakeholders to identify key metrics to evaluate Company success/progress towards goals, including development of scorecards and related reporting
- Enhance annual budget and long-term forecasting models and lead analysis and reporting of same
- Develop data acquisition and analysis to enhance visibility and understanding of key business risks, including receivables, inventory and purchasing
- Support CFO with annual financial audit and federal, state and local tax compliance
- Assist with evaluation of new accounting systems, serve as the lead for implementation and provide input and perspective with respect to new or upgraded trading systems
- Assist with monthly close process; review policies and procedures to improve overall efficiency
- Support various operational accounting processes and serve as the back-up to the staff accountant



## Qualifications

A successful candidate will have the following skills and experiences:

- 3 or more years in professional, for-profit accounting environment, preferably in wholesale/distribution sector; coffee experience a plus
- Demonstrated experience in developing and implementing financial reporting systems, scorecards/metrics, and related tools, focused on improving transparency and decision making
- Demonstrated experience with budget and forecasting
- Demonstrated experience with systems evaluation and implementation for finance and core business functions
- Working knowledge of MS Office Suite, with strong Excel capabilities including pivot tables, vlookups, and use of BI tools; experience with Access and/or other database programs a plus
- CPA and/or IFRS/Corporate reporting experience preferred
- Strong work ethic; ability to shift from tactical to strategic and back
- Ability to work well across departments and with a wide range of people and personalities and to work independently while maintaining clear communication with peers and management
- Team player with a sense of humor