



Department of Human Resources

Invites applicants for the position of:

Controller

Requisition: CONTR01260

The Controller is responsible for overseeing all accounting functions and evaluating financial results in accordance with Generally Accepted Accounting Principles (GAAP). Other responsibilities include managing accountability for external and internal financial reporting and ensuring reports are accurate and timely.

Essential Job Responsibilities:

- Evaluates financial results in accordance with Generally Accepted Accounting Principles (GAAP) as defined by the Governmental Accounting Standards Board (GASB).
- Oversees the entire general ledger process, which include review or preparation of major balance sheet accounts reconciliations including: Cash, Accounts Payable (A/P), Accounts Receivable (A/R), Fixed Assets, Construction in Process, Debt Service, etc.; journal entries including standard and closing; analytical review of documents and schedule for financial statements.
- Reviews monthly and year-end closing of financial records including accruals, reversals, and reconciliations related to Accounts Receivable, Accounts Payable, Payroll, Fixed Assets and various other asset and liability accounts.
- Maintains all accounts, cost centers and area codes in the integrated financial system chart of accounts for financial statement purposes.
- Provides direct supervision of the following staff: Accounting Manager – Operating and Accounting Manager – CIP. Acts as back-up in his/her absences. Provides general supervision and guidance over the Accounts Payable, Accounts Receivable, Payroll, Fixed Assets, Construction Accounting and General accounting, including assisting the staff in reviewing, approving, and delegating assignment.
- Maintains a thorough knowledge base of all Airport Ordinances, leases, concession agreements, financial policies and Board Resolutions. Works in conjunction with Department Managers to ascertain the correct application of agreement terms. Analyzes the effects of various contractual terms and obligations the Authority's financial operations.

Required Qualifications:

- Bachelor's Degree in accounting, finance, business administration or related field.
- 4 to 7 years public or private accounting or related experience.
- Certified Public Accountant (CPA)

Accepting applications: until filled

How to apply:

Apply by visiting: flynashville.com/careers

A kiosk is available in the Human Resources Department located on the fourth floor of the terminal.

Human Resources, One Terminal Drive, Suite 501, Nashville, TN 37214 - (615) 275-1782

Hours: Monday – Friday, 8 a.m. – 5 p.m.

The Nashville International Airport (BNA) is an Equal Opportunity Employer and Drug Free Workplace.

Employment with the Nashville International Airport (BNA) is contingent upon the ability to be granted a security badge as mandated by the FAA. Post job offer background check will be conducted.