



Controller

Fulton-Montgomery Community College invites applications for the full-time position of Controller, a key financial leader responsible for ensuring the accuracy, integrity, and compliance of the College's financial operations. Reporting directly to the Vice President for Administration & Finance (CFO), the Controller oversees accounting, financial reporting, internal controls, grants fiscal management, cash management, and audit coordination.

The Controller plays a critical role in financial stewardship, transparency, and operational excellence across the institution.

Key Responsibilities:

- Direct the College's accounting operations, including general ledger oversight and financial record maintenance.
- Prepare and ensure the accuracy of monthly, quarterly, and annual financial statements in accordance with GASB, GAAP, SUNY financial policies, New York State regulations, and federal requirements.
- Oversee the year-end close process and ensure timely completion of all audit-related schedules.
- Maintain and strengthen the College's internal control environment to protect institutional assets.
- Ensure compliance with SUNY, state, federal, and grantor regulations, including Uniform Guidance requirements for federal grants.
- Develop, update, and enforce financial policies and standard operating procedures.
- Serve as the primary liaison to external auditors for the annual financial audit and the Single Audit (A-133).
- Lead audit preparation, respond to audit inquiries, and implement audit recommendations as needed.
- Oversee cash flow forecasting, treasury functions, banking relationships, and investment of institutional funds.
- Manage accounting for fixed assets, capital projects, inventory, and depreciation schedules.
- Supervise compliance for restricted, sponsored, and grant-funded programs.
- Ensure allowable use of funds and accurate reporting to granting agencies.
- Supervise accounting staff, including accounts payable, cashiering, payroll accounting (if applicable), and grants fiscal personnel.
- Provide leadership, mentorship, training, and performance evaluation to support professional growth.

- Collaborate with the VP for Administration & Finance/CFO on forecasting, financial modeling, and budgeting.
- Provide data and analysis to support strategic decision-making, capital planning, and institutional initiatives.

Minimum Qualifications:

- Bachelor's degree in Accounting, Finance, or related discipline.
- CPA strongly preferred.
- Minimum of five (5) years of progressively responsible accounting experience, including supervisory responsibilities.
- Demonstrated knowledge of GASB, GAAP, governmental or higher-education accounting, and fund accounting.
- Experience with enterprise financial systems (ERPs) and related reporting tools.
- Strong analytical, organizational, and communication skills.

Compensation and Benefits:

- Salary starts at \$87,968 annually
- Comprehensive benefits package, including the New York State Retirement Plan
- Generous paid time off and holidays

How to Apply: Please submit your **cover letter** (outlining your relevant experience) and **resume** to controller@fmcc.edu.

FMCC is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, age, veteran or disability status. The Civil Rights Compliance Coordinators have been designated to handle inquiries regarding non-discrimination policies and can be contacted at: Human Resources 2805 State Hwy 67, Johnstown N.Y. 12095 Tel: 518-736-3622 Ext. 8403.