

**Job Title:** Associate

**Company Overview:** Ballast Consulting Group is a management consulting firm focused on finance and accounting for small to medium sized businesses. We focus on start-ups and operating businesses generating between \$5 million and \$50 million in revenue. We use the integration of accounting and finance to support senior-level decision-making. We are not a staffing firm, and we are not a CPA firm. Instead, we develop long-term relationships with businesses where we implement our process and take active and ongoing roles managing the finance and accounting functions of our clients' businesses.

We break our process into three distinct phases or groups: Accounting, Finance, and Consulting. The accounting phase is focused on collecting good data. The finance phase is focused on synthesizing and analyzing the data, then planning and forecasting. The consulting phase is focused on making improvements to the business.

Because our firm is industry agnostic, employees have exposure to a wide array of business types in a variety of industries at different life stages.

**Job Summary:** Associates are responsible for managing the workflows, deadlines, and processes of at least 4 client engagements. Associates also complete finance and accounting duties to ensure client deliverables are met, generally under the direct guidance of a VP/Partner. The Associate role provides the opportunity to learn how to deliver Ballast's core services and manage a client in a standard Enterprise engagement.

Specific tasks and details of the associate role include:

- management of all team tasks and workflow related to client
- client onboarding and implementation
- accounting system overhauls
- rebuilding of historical financials
- design, development, and on-going management of financial forecast models / budgets
- active ongoing management of the accounting and finance functions and processes for clients

A successful candidate will be one who exhibits the following capabilities and qualities:

- Uses knowledge and expertise to create impact and deliver practical solutions
- Possess entrepreneurial, customer focused critical thinking skills
- Balances autonomy with diverse perspectives to identify problems and find solutions
- Takes initiative and owns mistakes, as well as solutions
- Shows personal work ethic in a collaborative environment
- Establishes integrity and trust with team, coworkers, and clients
- Is mindful of context when presenting information, building relationships, and influencing others

#### **Education & Experience:**

- Bachelor's degree in Finance and/or Accounting
- Minimum of 1+ years relevant work experience in accounting or finance role/industry
- Comprehensive understanding of foundational and fundamental accounting
- High levels of competency with Excel modeling, data aggregation, and analysis
- cursory understanding of income tax and tax treatment of various entity-types; business law; and/or financial planning and analysis preferred, but not required

#### **Salary & Benefits: Total Compensation Range: \$72,000 - \$105,820**

- \$72,000 annual base pay
- Additional monthly compensation available for clients/revenue managed above target (reasonable range - \$9,000/year - \$18,000/year)
- Up to 10% (\$7,200/year) quarterly performance bonus, based on total quarterly compensation
- \$250/month continuing education budget
- 401k with matching program, 100% match up to 3% contribution, 50% match up to 5% contribution
- Signing Bonus up to \$5,000\*
- 15 days of paid leave and 12 paid holidays and 12 hours paid volunteer outreach
- Health, dental, vision insurance - 50% employee and dependent match
- Company paid short term disability, long term disability, and life insurance

\*Additional information provided upon request

Ballast Consulting Group is an equal opportunity employer who considers all qualified applicants for employment without regard to race, color, religion, age, sex, national origin, disability status, genetics, veteran status, sexual orientation, gender identity, or any other status protected by law.

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