



Title of Job: CHIEF FINANCIAL OFFICER

LOCATION: Los Angeles

Posted: July 2008

SUMMARY:

Privately held regional retail growth chain of large format department stores of 100,000 square feet ranks among the top 100 electronics and appliance retailers in the U.S. with unique customer relationships. CFO to direct and oversee all financial activities of the corporation including preparation of current financial reports as well as summaries and forecasts for future business growth and general economic outlook.

RESPONSIBILITIES:

- Directs the preparation of all financial reports, including income statements, balance sheets, reports to shareholders, tax returns, and reports for government regulatory agencies.
- Oversees accounting departments, budget preparation, and audit functions. Meets regularly with department heads to keep informed and to offer direction.
- Reviews reports to analyze projections of sales and profit against actual figures, budgeted expenses against final totals, and suggests methods of improving the planning process as appropriate.
- Analyzes company operations to pinpoint opportunities and areas that need to be reorganized, down-sized, or eliminated.
- Confers with CEO, president and Vice Presidents and division leaders to coordinate and prioritize planning.
- Studies long-range economic trends and projects company prospects for future growth in overall sales and market share, opportunities for acquisitions or expansion into new product areas. Estimates requirements for capital, land, buildings, and an increase in the work force.
- Supervises investment of funds; works with banks and/or investment bankers to raise additional capital as required for expansion.
- Develop, with senior staff, strategic objectives, mission, philosophies and tactics.
- Manage key relationships with lenders, investors, and other outside stakeholders.
- Develop capital structure that provides and maintains financial flexibility.
- Develop operating budgets by which performance requirements are communicated and measured.
- Maintain financial forecasting system to provide short- and long-term visibility to crucial financial decision points.
- Keep Board of Directors informed on a timely basis regarding performance and critical business issues.

- **Develop and maintain cost-effective systems that ensure timely and accurate tracking and reporting of all key financial and statistical data.**
- **Develop systems that support improved field-level operations and profit management and minimize “non-customer” time for field management.**
- **Provide decision support analysis to promote fact-based decision making throughout the organization.**
- **Protect company assets.**
- **Secure cost-effective property/casualty, general liability and worker’s compensation insurance.**
- **Improve profitability of the organization through better use of systems, procedures and assets.**
- **Consult and coordinate with all business groups to improve overall financial performance.**

REQUIREMENTS:

Knowledge of database and accounting computer application systems to supply the most accurate financial information.
Eight to ten years of experience in financial management with increasing responsibilities for multi-faceted direction and planning.
Excellent verbal and written communication skills.
Excellent analytical and organizational skills.
International exposures
IPO experience
SOX experience

EDUCATION:

Master's degree in business administration, accounting, or finance.
C.P.A. designation Preferred.

Languages: English, Spanish

SALARY: \$250k - \$300k +++

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