

## Controller

**Requisition #:** ACC-CON-61825  
**Closing Date:** Open Until Filled  
**Classification:** Exempt  
**Salary Range:** \$5,057.00 - \$9,971.00 Monthly

### About Us:

Westside Regional Center (WRC) is a nonprofit agency committed to providing support and services to individuals with developmental disabilities and their families. We foster inclusive communities and advocate for equity, self-determination, and lifelong support.

### Position Summary:

We are seeking an experienced Controller to oversee our accounting and financial operations. This individual will manage budgeting, reporting, audits, and compliance with state and federal funding requirements. The Controller will lead a small finance team and support the CFO in financial strategy and planning.

### Key Responsibilities:

- Oversee daily accounting operations, including billing, A/P, A/R, and general ledger
- Prepare monthly and annual financial reports and analysis
- Support budgeting, forecasting, and cash flow management
- Assist with audits (State, Federal, Independent) and state claim processes
- Ensure compliance with all regulatory, funding, and reporting requirements
- Supervise and mentor finance department staff
- Act as secondary fiscal contact for the Department of Developmental Services (DDS)
- Evaluate and improve financial systems and processes
- Approve operational expenditures and participate in procurement activities

### Qualifications:

- Bachelor's degree in Accounting, Business, or related field required
- CPA or Master's degree preferred
- Minimum 10 years of progressive finance experience, including 5 years in management
- Experience in a California Regional Center or nonprofit setting is a plus
- Advanced proficiency in Microsoft Excel and Word
- Strong analytical, communication, and leadership skills
- Ability to work collaboratively and manage multiple priorities



**Benefits:**

We offer a competitive salary and comprehensive benefits package, including health insurance, retirement plan, paid holidays, and generous PTO.

**To Apply:**

If interested please submit the internal application, along with your resume and cover letter to [jobs-wrc@westsiderc.org](mailto:jobs-wrc@westsiderc.org).

WRC is an equal opportunity employer. Further, WRC will consider qualified applicants with criminal histories for employment in a manner consistent with the requirements of the City of Los Angeles' Fair Chance Initiative for Hiring Ordinance.