



**suncommon.**

## **Solar Controller**

### Job Description

#### **OUR PURPOSE**

SunCommon starts from the belief that everyone has the right to a healthy environment and brighter future – and renewable energy is where it starts. Energy from the sun can power our lives and build vibrant communities. Our mission is to tear down barriers to clean energy and use our business as a force for good.

#### **OUR BUSINESS**

SunCommon is a market leading renewable energy company operating in Vermont and New York's Hudson Valley and Capital District. SunCommon is a subsidiary of iSun, Inc. (NASDAQ: ISUN), a leading solar energy and clean mobility infrastructure company with 50-years of construction experience in solar, electrical and data services. We use an innovative approach to marketing, via high-touch, personal interactions with home and business owners who want clean electricity and more energy security. We've done all the legwork to put together a total package that's easy for the customer. We picked the best equipment manufacturers, arranged attractive financing that saves our customers real money and hired up the finest installers. There's over 8,000 happy SunCommon residential and commercial customers so far - and lots more to come. Organized as a Benefit Corporation and certified as a B Corp, we're committed to the triple bottom line of People, Planet and Profit. Our goal is to become the largest publicly traded B Corp in the country building renewable energy.

#### **ABOUT THIS POSITION**

Serving as a financial leader, SunCommon's newly created position of Solar Controller will be a key decider on the initiatives and rapid growth in Vermont and beyond, by overseeing all finance and accounting operations and staff in our service areas.

We are seeking a highly motivated financial expert with experience in budget management, financial reporting and analysis, cash management, risk management and regulatory compliance, to guide us at this pivotal stage of our growth as a premier renewables provider.

The Solar Controller is a key member of the leadership team and reports directly to the CFO. This position is located in Waterbury, VT and will require periodic travel to satellite locations.

#### **ESSENTIAL JOB FUNCTIONS**

- **Budget Management**
  - Manage all accounting operations including billing, A/R, A/P, GL, Cost Accounting, Inventory Accounting and Revenue Recognition
  - Establish and maintain month-end and year-end close processes, including account reconciliations, journal entries, cost allocations, and variance analysis
  - Develop systems that provide for effective tracking and staff accountability in achieving goals. Ensure team goals are met.
  
- **Financial Reporting & Analysis**
  - Prepare and publish monthly, quarterly, and annual financial statements
  - Provide budget vs. actual reporting and financial analysis for the leadership team

- Develop and communicate financial metrics and dashboards to the leadership team
- Prepare for and manage annual audit with independent CPA firm
- Cash & Risk Management
  - Oversee cash management, including working capital line of credit
  - Oversee risk management, including insurance requirements
- Regulatory Compliance
  - Develop and document financial policies, procedures, controls and reporting systems in compliance with GAAP standards and other regulatory requirements
  - Maintain professional and technical knowledge through additional training, industry groups, professional organizations, and personal networking
- Supervisory & Leadership Responsibilities
  - Management of the Accounting team, including hiring, training and supervising employees, managing data, maintaining metrics, and developing and meeting quantitative and qualitative goals.
  - Prepare and provide training to budget managers on compliance with policies, procedures, and controls
  - Facilitate regular 1-1 and team meetings to provide group training and individual growth.
  - Help staff identify strengths and opportunities for development on their career path.
  - Constant innovation of systems and processes to match the evolving nature of the renewables industry.
  - Actively contribute to a positive, enthusiastic, and adaptable team environment. We need to love what we do, work well with our teammates, and appreciate our customers to achieve and deliver success.

## **JOB QUALIFICATIONS**

Our ideal candidate will possess a strong financial acumen with:

- 5+ years of direct accounting/finance experience, with experience as a controller
- Bachelor's degree in accounting, finance, or business administration
- CPA or CMA license is preferred but not required
- Experience selecting, implementing, and operating advanced financial and accounting software
- A strong alignment with SunCommon's purpose and vision
- Excellent customer service, communication, and leadership skills
- A Solutions-Oriented Mindset. Able to quickly identify effective, efficient resolutions to challenges. Asks "how could we" and proposes paths forward.
- Computer Proficiency. Comfort with NetSuite or other accounting/ERP software, Microsoft Office suite, Google, Salesforce, and data management. Maintain accurate and timely records in accounting database, Salesforce, Google Calendars, and other systems.

## **COMPENSATION & BENEFITS**

SunCommon offers competitive salaries and a generous benefits package, including:

- Employer paid health & dental insurance premiums, with significant contributions toward medical deductible expenses
- 3 weeks paid personal leave (combined vacation and sick) for year 1; 4 weeks of leave after 2 years
- 10 paid holidays annually
- 401k company match

- Student Loan Paydown Program
- \$25K Life insurance with buy-up option
- Profit sharing and stock purchase programs

## HOW WE WORK

As a certified B Corp, SunCommon is committed to a socially and environmentally responsible workplace. We feel a huge responsibility to succeed, to honor our triple bottom line commitments to People (our employees and their families, our Customers, and residents of the communities where we do business), Planet (our beloved environment and the broader globe, given climate change) and Profit (providing capital to grow, revenue to share among our employees, and a reasonable return to our investors). This is important work, and we have fun doing it. Innovation is fun stuff.

We do it by celebrating creativity, collaboration, high energy, hard work, good play, deep networking and with the acknowledgement that we'll each make mistakes and learn from them.

All employees contribute to these expectations through their daily work and interactions--with each other, with our customers and partners, and with our facilities. This includes:

- Using respectful and inclusive language and behavior when engaging with each other, customers, and partners, creating a welcoming and inclusive culture for all SunCommon employees, customers, and partners.
- Participating in trainings and presentations offered on social responsibility, inclusion, and environmental issues.
- Striving to continually improve and implement new processes related to our environmental and social impact.
- Adhering to company-wide green norms--looking for ways to reduce, reuse and recycle.

We know success. We know fun. Come do both with us.

*Gallagher, Flynn, & Company, LLP has been retained to conduct this search. Interested candidates may apply by sending a resume and cover letter to Shane Capron at Gallagher Flynn's HR Consulting team at [talentsolutions@gfc.com](mailto:talentsolutions@gfc.com). While we appreciate all interest in this opportunity, only candidates most closely aligned with our search will be contacted.*

*Disclaimer: What's listed above represents the responsibilities of the position but is not meant to be an exhaustive list. Responsibilities may change during employment at the company's discretion. Gallagher, Flynn and Company and SunCommon do not discriminate in employment based on race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factors.*