



## Position Vacancy Notice

Colorado Public Employees' Retirement Association  
1301 Pennsylvania St.  
Denver, Colorado 80203  
[www.copera.org](http://www.copera.org)

**Position Title:** Controller  
**Division:** Accounting  
**Reports to:** Chief Administrative Officer  
**Job Status:** Full-Time, Exempt  
**Salary:** Commensurate with experience  
**Posting Date:** 10/8/18

Are you an experienced accounting/financial professional looking to make the difference in the lives of over a half a million Coloradoans? Colorado PERA is seeking a detail orientated, hands-on, and proactive controller. Reporting directly to the Chief Administrative Officer, the controller position is responsible for the management of the overall accounting functions and financial reporting activities of Colorado PERA, a multi-billion dollar public pension fund. If you are a dynamic, collaborative leader interested in working to fulfill the retirement expectations of our members, this is a great fit.

### **Key Responsibilities**

- Provides day-to-day management for PERA's Accounting Division (5 direct reports, total staff of 20)
- Ensures accurate, complete and timely recording of all transactions in compliance with applicable standards and regulations and maintains internal controls
- Identifies and implements opportunities to improve accounting department efficiency
- Delivers monthly and periodic financial reports and/or explanations as appropriate to the Executive Team, Board of Trustees, and applicable committees
- Confers with External Auditor, Investment Managers, Custodian, and Actuary on complex financial and accounting issues
- Directs the preparation of the Comprehensive Annual Financial Report (CAFR)

### **Core Competencies**

- Demonstrated leadership and management capabilities with the ability to manage people and processes which span across organizational boundaries
- High degree of organizational skills with ability to manage resources and multiple priorities while demonstrating attention to detail and accuracy
- Action-oriented and able to take initiative to make decisions
- Exhibits accountability, flexibility, and openness to change or new ideas
- Embraces challenges and consistently deals with all parties in a respectful manner
- Effective interpersonal and communication skills; supports teamwork and cooperation in daily activities

### **Education and Experience**

- Bachelor's degree; ten years of progressive related experience preferably in a financial institution, pension industry or public sector accounting; or equivalent combination of education and experience
- Working knowledge of GASB, GAAP, and GFOA statements and pronouncements
- Must be a licensed CPA
- Advanced technical knowledge of Microsoft Office Suite and skills in accounting software; experience with PeopleSoft Financials and nVision preferred

### **Benefits**

Health Insurance is 100% employer paid, generous paid time off as well as paid volunteer hours, PERA defined benefit plan, 401(k) and 457 defined contribution plans, tuition assistance, certifications, on-the-job training, free access to on-site fitness center, free on-site parking or RTD subsidy, and more. For more information, please visit [www.copera.org/careers](http://www.copera.org/careers).

### **How To Apply**

Complete the employment application online and view the full job description at <https://www.copera.org/careers>.

## ***About Colorado PERA***

Colorado Public Employees' Retirement Association (PERA) provides retirement and other benefits to the employees of more than 500 government agencies and public entities in the state of Colorado. Established in 1931, PERA manages approximately \$49 billion across a variety of asset classes, such as stocks, bonds, private equity, and real estate.

Our mission is to promote long-term financial security for our membership while maintaining the stability of the fund. Our vision is to become the retirement plan of choice for all Colorado public employees.

PERA represents "One of Colorado's Best Investments". PERA is a vital and stable contributor to Colorado's economy. PERA's main office is located in Denver; where 300 days of sunshine, a thriving cultural scene, diverse neighborhoods, and natural beauty combine to make it the nation's top city in which to live, work, and play.