



Financial Controller – Job description

Context

Align is a boutique film & tv production and financing company launched in 2019 and backed by its own film fund. With an ability to fully finance features and television, Align boards 4 to 5 projects a year from \$4m to \$40m in budget. It is based in LA and Europe.

Role

The Financial Controller is a crucial mid-level position in Align's business reporting directly to the CEO. There will be two aspects to the position. Firstly, there will be a focus on **all financial aspects relating to the company and the fund**. Secondly, the position will require **project management and co-ordination** of a number of elements and key processes mainly in regards to the Fund and its investors.

Key Responsibilities

- Focus on all financial aspects including creating financial plans, creation of financial models, revenue collection and analysis, fund parameters oversight, net asset valuation of fund, currency management process, financial forecasting, etc.
- Develop and improve the tools and processes to supervise and monitor revenue collection across the loans provided by Align and the underlying collaterals
- Oversee financing operations with third-party lenders
- Manage relationship with banks, third party payroll company and external tax accountant
- Coordinate all group finances (accounting, cashflow projections etc)
- Liaise with internal production teams and external partners
- Liaise with fund partners
- Supervise all fund related processes and ensure all fund documents and reports are delivered in timely manner
- Create investor presentations and reports
- Assist CEO in exploring and researching new opportunities
- Prepare Board Reports and Presentations
- Oversee internal payroll, book-keeping, and accounting services
- Plan and perform ad hoc projects as needed

Qualifications

- Highest level of financial and excel proficiency (and enjoying it 😊) is an absolute must
- Extremely well organized as will be juggling numerous tasks as well as coordinating and overseeing key processes
- Strong PowerPoint presentation skills



- Strong interpersonal skills is a must
- Minimum 5 years in financial sector or in a financial position
- Typical candidates would have at least a Bachelor in Math's, Finance, Engineering, or other scientific domain
- Ability to collaborate, manage multiple projects simultaneously, demonstrate strong analytical skills, and work well under pressure
- Completes (both individual and joint) projects on a timely basis.
- Adhere to confidential nature of highly sensitive material
- Excellent leadership, teamwork, critical thinking and communication skills
- Terrific outgoing interpersonal skills with the ability to conduct internal and external meetings

Compensation

- Competitive compensation with bonus
- Fun, dynamic environment where developing potential is central, and excellence is expected
- Home working (with potential access to office sharing)
- Flexible personal time off policy
- Ideally based in Europe

Applications to be sent to a@align-group.com