



**Company Overview:** Located in Hanover, Maryland, JPB Partners is a family office direct investor in, and manager of, lower-middle market companies headquartered in the Mid-Atlantic, Southeast, and Midwest U.S.

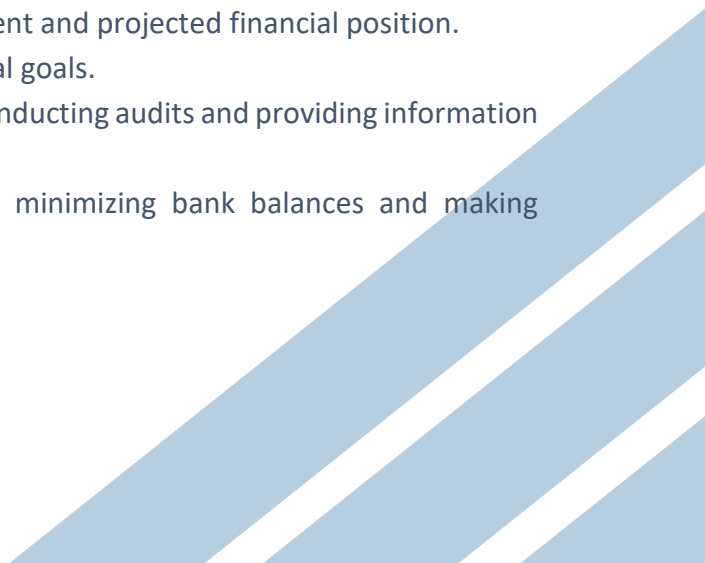
JPB Partners pursues investment (and industries) opportunistically with a preference for control buyouts of multi-unit businesses (including franchise systems) in fragmented industries primarily serving the consumer. Our value creation strategy is based on (i) buying right, (ii) leveraging creative deal structures, (iii) establishing a platform based on strategy, structure, systems, and people; (iv) scaling through market consolidation; and (v) exiting to middle market firms that continue the growth life cycle our investment. Representative investments include Ace Hardware, Greene Turtle restaurants, and ZIPS Cleaners.

**Job Description:** Reporting directly to the firm’s Chief Operating Officer, the Director of Accounting Services will be primarily responsible for accounting operations of all JPB portfolio companies and will serve as the GAAP ambassador to all accounting departments (internal and external). Initially, this role will serve as the lead/top financial accounting position for JPB Home Services, LLC’s family of companies (including Blue Mountain, Bowman’s, Turner’s, and Excel) in the HVAC and plumbing residential services industry.

The Director of Accounting manages, provides leadership and oversight, and is willing to “roll-up sleeves” and be hands-on.

**Essential Duties & Responsibilities:**

- JPB Home Services:
  - Maximize return on financial assets by establishing financial policies, procedures, controls, and reporting systems.
  - Set and track key performance indicators (KPIs) and objectives.
  - Guide financial decisions by establishing, monitoring, and enforcing policies and procedures.
  - Prepare balance sheets, profit and loss statements, statements of cash flow, and other reports to summarize the organization’s current and projected financial position.
  - Support management and company’s financial goals.
  - Monitor and confirm financial condition by conducting audits and providing information to external auditors.
  - Maximize return and limit risk on cash by minimizing bank balances and making investments.





- Coordinate and direct the preparation of annual budgets and financial forecasts, institute and maintain other planning and control procedures.
  - Achieve budget objectives by scheduling expenditures; analyzing variances; initiating corrective actions.
  - Provide status of financial condition by collecting, interpreting, and reporting financial data.
  - Assist with weekly, monthly, and annual reporting, including consolidated analytical and statistical reports.
  - Prepare ad-hoc financial analyses and reports as needed to support decision-making.
  - Comply with federal, state, and local legal requirements by studying existing and new legislation, anticipating future legislation, enforcing adherence to requirements, filing financial reports, and advising management on needed actions.
  - Coach, counsel, and train financial staff (portfolio level).
  - Assure conformity with professional accounting standards and best practices in accordance with GAAP/FASB.
  - Improve financial processes and systems to enhance efficiency and reporting accuracy.
- Other JPB PE Portfolio Companies:
    - Report directly to the chief operating officer (COO).
    - Work with other accounting managers and departments within the JPB portfolio of companies.
    - Create accounting strategies to maximize profits.
    - Regularly examine portfolio company financial statements and ensure they are accurate and free of any errors; serve as a GAAP resource for all accounting managers.
    - Stay abreast of industry changes (GAAP, FASB).
    - Act as a liaison to outside auditors.

#### **Qualifications / Skills:**

- Bachelor's degree in accounting
- Minimum of 5 years GAAP accounting and account management experience
- CPA (active or inactive)
- Detail oriented individual with ability to multi-task and work in an entrepreneurial environment is a must.
- Excellent written and oral communications skills are critical.
- High level of integrity and the capacity to work under tight deadlines with a strong results orientation.



- Ability to establish priorities, work independently, and proceed with objectives without significant supervision.
- Able to adapt to frequent changes in the business operating environment.
- Strong team player with loyal cooperative spirit.
- Willingness to participate at all levels to get the job done (hands on person).
- Demonstrated analytical, accounting/financial, and communication skills.
- Ability to develop strong relationships with a wide variety of audiences.
- Strong Excel, QuickBooks, and Microsoft Office Suite computer skills.

Working Conditions (ADA/OSHA):

This position exposes the employee to:

- Long Periods of sitting (i.e., using a computer and keyboard to enter and retrieve data).
- Equipment, Tools: Computers and peripherals.
- Other: Computer related hazards, deadlines, multiple priorities, and stress.

**Job Type:** Full Time; Onsite

**Location:** Hanover, Maryland

**Timing:** Immediate

**Benefits:**

- 401(k)
- Health Insurance (Medical, Dental, Vision)
- Life & Disability Insurance

**Compensation:** Competitive compensation package, commensurate with experience

