



Job Title – Controller

Location – Festus

Status – Full Time

Work Schedule – Monday- Friday

Hours Per Week – 40 hours

Why Midwest Regional Bank?

Known as The Bank of “Tradition and Progress,” Midwest Regional Bank provides outstanding customer service and maintains a strong commitment to the communities we serve. As a community bank, we make all decisions locally and encourage our employees to bring new and innovative ideas to our daily processes. With seven area retail centers, we offer sustained growth and long-term career opportunities.

Duties and Responsibilities:

Our Controller manages the accounting operations of the bank, including the production of financial reports, maintenance of accounting records, and a comprehensive set of controls and budgets designed to mitigate risk, and ensure the accuracy of the company’s reported financial results. **Banking experience strongly preferred.**

- Oversees accounting operations
- Responsible for daily, month-end, and year-end adjusting entries
- Applies depreciation rates to capital assets
- Prepares account reconciliations; such as, other assets, other liabilities, investments, and bank owned life insurance (CFO reviews and approves)
- Oversees and reviews account reconciliations not performed by Controller
- Prepares Call Report on a quarterly basis
- Coordinates the preparation of regulatory agency reports including FRY reports required by the Federal Reserve
- Performs internal audit duties on as needed basis
- Provides assistance with year-end budget
- Assists CFO with three-year business plan
- Reviews financial statements for accuracy
- Reviews accounts payable invoices for accuracy
- Signs accounts payable and CD interest checks
- Prepares board reports (coordinating with the CFO)
- Assists with preparation of financial audit and tax return work-papers (coordinating with the CFO)
- Provides assistance to executive management as requested
- Conducts internal audits as required by Bank’s audit schedule.
- Assists with preparation for exams and audits
- Prepares and presents various special projects as needed
- Assists CFO with the preparation of the corporation’s annual report
- Update FHLB collateral on a quarterly basis
- Provides assistance with ALCO reports as needed
- Assists CFO with liquidity management
- Prepares responses to questions related to external and internal audits. Works with managers to respond to audit/exam findings
- Recommends and implements appropriate internal controls

- Performs other related duties as assigned or requested
- Coordinates and assists with tax and administrative issues with loan production offices and bank-owned rental properties
- Assists with REIT and bank holding company accounting as needed
- Calculate monthly SBA servicing income and prepare journal entry
- Prepare Deferred Cost (FASB 91) schedule on a quarterly basis.

Education and Experience

- BS/BA Degree in Business, Accounting, Finance or a related field is required, and
- 2-3+ years work related experience preferred

Professional Development:

We provide our employees with tools and training for long-term success. Midwest Regional Bank is an Equal Opportunity Employer. All offers for employment with Midwest Regional Bank are contingent upon successful completion of a criminal background check, credit check and drug screening.

Please send your resume to msavacool@mwregionalbank.com