



Controller
Leesburg, VA

Who we are:

Altagrove delivers smart and innovative technology solutions that create competitive advantages for our customers and their missions. Our focus areas include Space, Connectivity, Cyber, Cloud, Analytics, and Research & Development. As we continue to grow, Altagrove is actively recruiting for a Controller to join our energetic and entrepreneurial team. A successful candidate will bring accounting expertise and a passion for learning and implementing new ideas in a start-up environment.

Follow us at - <https://www.linkedin.com/company/altagrove>

What you will do:

- Complete daily accounting functions, including accounts payable, accounts receivable, payroll, general ledger management.
- Prepare and manage fixed assets and ensure proper handling of tax filings.
- Lead month-end close; prepare and review monthly account reconciliations, ensuring accuracy and compliance with GAAP.
- Lead full life cycle DCAA compliance audits.
- Oversee financial analysis for CPFF, FFP, and T&M contracts.
- Act as the primary accounting point of contact for projects requiring financial support and guidance.
- Provide financial guidance to stakeholders, ensuring fiscal responsibility and accountability.
- Generate comprehensive financial reports for internal and external stakeholders.
- Conduct financial analysis to support decision-making and strategic planning.
- Ensure compliance with federal financial regulations and mitigate financial risks.
- Implement and monitor internal controls to safeguard financial assets.

What you will bring:

- Strong financial management and accounting expertise.
- Ability to work independently with an entrepreneurial mindset.
- Experience collaborating with cross-functional teams in a dynamic environment is a plus.
- Self-motivated with the ability to work both independently and as an integral part of a dynamic team, assuming leadership responsibilities when needed.
- Demonstrated advanced skills and experience in Microsoft Excel.
- Experience in Government cost reporting.
- Experience with FAR and other federal government contract regulations.
- Experience with QuickBooks.
- Experience with Cost-Plus contracts and submitting incurred cost submissions.
- Ability to work closely with CPA(s)/external partners for financial reviews and serve as the primary point of contact for DCAA audits.
- Comfortable managing month-end close processes and cash forecasting.
- Experience working in a small business environment.



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- Experience with DCAA compliance/ full DCAA audit.
- Exceptional attention to detail.
- Ability to obtain a DoD security clearance.
- U.S. Citizenship required.

What we offer:

At Altagrove, we believe our employees are our most valuable asset, and we treat benefits as an important part of an employment relationship. The Altagrove benefits package includes:

- 10 Paid Holidays.
- Paid Vacation/PTO.
- Medical/Dental/Vision coverage.
- Life Insurance and Disability coverage.
- Annual Bonus Plan.