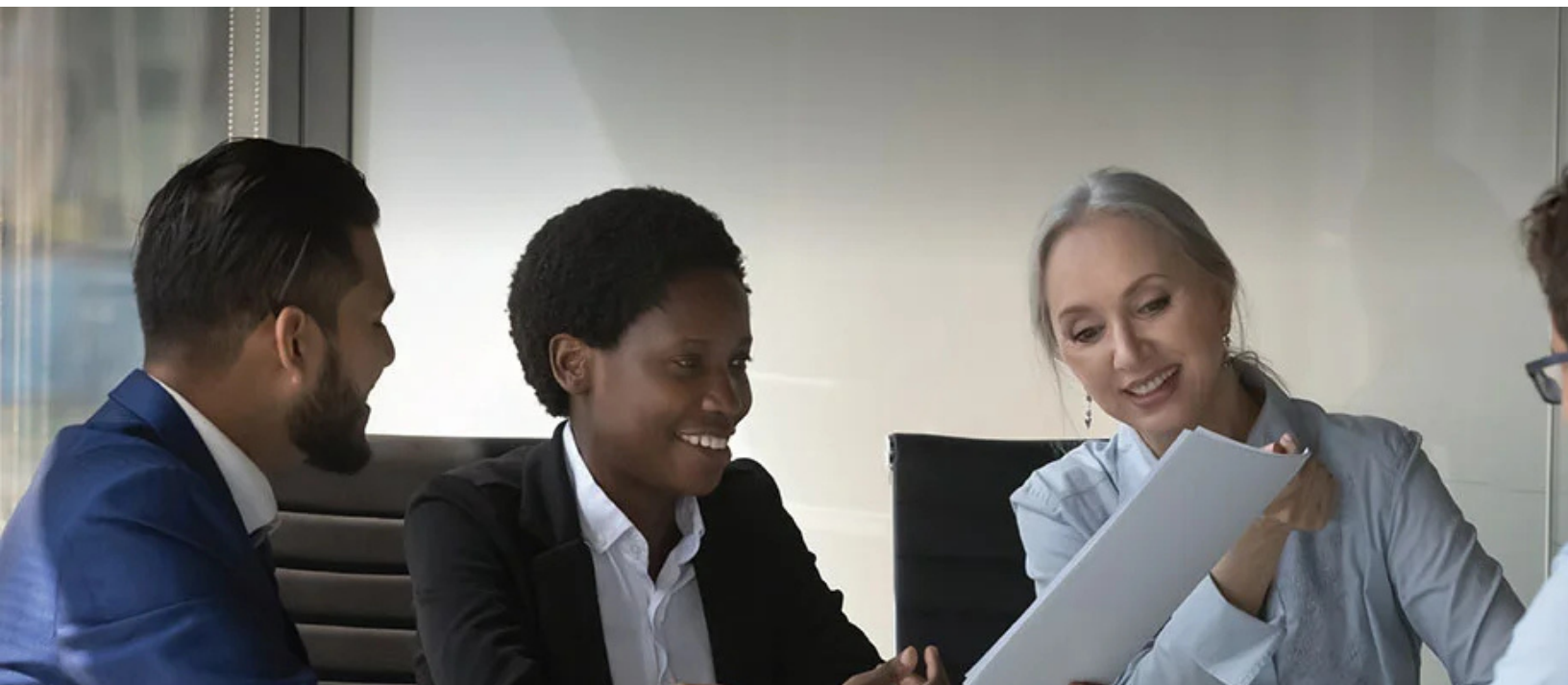


ASSISTANT VICE PRESIDENT (ACCOUNTING)

POSITION PROFILE

*Organization: **Quattro Business Support Services***

*Location: **Chicago, IL***



MANEVA



Quattro Business Support Services is a technology-enabled, cloud-based outsourcing firm that's changing the way companies think about accounting, human resources, and technology services.

Quattro enables their clients to simplify business complexities through timely action and responsiveness, utilizing best practices to streamline labor-intensive processes. Through world-class teams, highly personal services, and a dynamic online portal, Quattro provides tactical expertise to small, mid, and enterprise companies across multiple industries including non-profit, retail, auto, and restaurant.

With smarter systems and over 2,300 specialists in multiple fields, Quattro enables clients to see further, scale smarter, and stand stronger. Their domain expertise, specialization, and tools have transformed business insights, empowering clients not just to find solutions, but to shape them. By shifting from reactive decisions to proactive ownership of action and outcomes, Quattro consistently achieves customer satisfaction ratings above 96%

You can learn more at <https://www.quattrobs.com/>

ASSISTANT VICE PRESIDENT (ACCOUNTING)

The Assistant Vice President (AVP) will provide oversight of direct reports and controller services. While a member of the broader team which services multiple clients, this AVP will support one single client. This leader will also serve as a brand ambassador and thought-leader of Quattro and helps initiate, maintain, and develop relationships.

For this particular client, Quattro is seeking an experienced accounting and finance leader to serve as the Assistant Vice President supporting a \$70 million health and human services nonprofit on Chicago's West Side. This role is well suited for a technically strong, mission-driven accounting professional who can bring both strategic leadership and hands-on expertise to complex nonprofit finance operations.

The AVP will oversee all accounting and financial reporting functions for the client, ensuring accuracy, transparency, and compliance with U.S. GAAP and federal, state, and local grant requirements. The position partners closely with the nonprofit's CFO and executive team, as well as Quattro's internal leadership, to deliver high-quality financial management and insight.



This role leads a team of approximately 7–8 U.S.-based staff and 20 international team members who manage accounting operations, grant management, and reporting.

The ideal candidate is a confident and collaborative leader with strong technical accounting skills, executive presence, and the ability to guide teams and influence senior stakeholders within a dynamic, mission-oriented environment.

ROLES AND RESPONSIBILITIES

> **Direct Client Services (80%)**

- Serves as the primary point of contact for assigned nonprofit clients, offering strategic financial advice and guidance to support their organizational objectives.
- Conducts thorough financial assessments for each client, analyzing budgets, cash flow, and financial statements to identify areas for improvement and efficiency.
- Collaborates with clients to develop comprehensive budgets and financial forecasts, ensuring alignment with their long-term goals and objectives.
- Oversees and supports the preparation and delivery of accurate and timely financial reports to clients.
- Provides insights and recommendations based upon key financial metrics and industry trends.
- Manages clients' annual and month-end close processes, coordinating audits and ensuring the accuracy, completeness, and integrity of all financial reporting.
- Ensures client compliance with all relevant financial and funding regulations and reporting requirements by proactively identifying and addressing any potential compliance issues.
- Assesses and mitigates financial risks for clients by implementing effective strategies to safeguard their financial assets and investments.
- Evaluates and streamlines financial processes and procedures for clients, leveraging technology and best practices to enhance efficiency and effectiveness.
- Reviews and recommends cost saving measures and revenue generation strategies, including but not limited to recommending funding opportunities such as federal, state, and local government grants.
- Serves as subject matter expert and advisor on all client related accounting and financial matters including but not limited to the Code of Federal Regulations, indirect cost rates, allocation methodologies, and accounting standard updates (ASU's).
- Fosters strong, collaborative relationships with key stakeholders at each client organization, serving as a trusted advisor and advocate.
- Addresses client concerns and ensures timely resolution.



> **Supervisory Responsibilities (15%):**

- Oversees team deliverables and execution of contractual deliverables.
- Manages multiple direct reports and provides mentoring, training, and professional development.
- Reviews team performance and provides constructive feedback and signoff on individual development plans.

> **Other Duties and Responsibilities: (5%)**

- Provides thought leadership through presentations on technical and management issues to organizations and prospective clients.
- Supports review and management of contract scope, pricing, and staffing to ensure financial profitability of assigned engagement(s).
- Engages and participates in the client's community and mission through various means such as volunteer opportunities.
- Other duties as requested.

COMPENSATION & BENEFITS

This is a hybrid role based in Chicago. The salary for this role is based on a variety of factors including, but not limited to, skill set, level, and years of previous/applicable experience. The salary range for this role is between \$160,000 – \$200,000, accompanied by the Quattrro benefits package and an annual bonus.

HOW TO APPLY

To express your interest in this opportunity, please submit your resume and cover letter [here](#).



ABOUT MANEVA GROUP

Maneva Group is a leading woman and minority owned executive search firm dedicated to connecting exceptional talent with organizations committed to making a meaningful impact. Through a consultative and client-focused approach, Maneva Group partners with mission-driven organizations to build transformative leadership teams.

Our name, Maneva, comes from the combination of two Sanskrit words: “**Mānav**” meaning mankind & “**Sevā**” meaning service. We are driven by the ideal of our name - service to humanity.