



*Transportation Corridor Agencies™*

**The Toll Roads®**



POSITION | Controller



## The Agencies

Formed in the 1980s and located in Irvine, California, the Transportation Corridor Agencies (TCA) was created with the very clear mission of enhancing mobility in Orange County and Southern California by developing and operating publicly owned toll facilities as a part of the regional transportation system. TCA is a public agency responsible for planning, financing, constructing and operating the state's largest toll road network, which was financed with private funds and built with virtually no tax dollars. We work every day to provide a safe, reliable and time-saving alternative to the region's congested non-tolled facilities.

TCA is comprised of two separate joint powers authorities (JPA), The Foothill/Eastern Transportation Corridor Agency which includes the 241, 261 and 133 Toll Roads, and the San Joaquin Hills Transportation Corridor Agency which includes the 73 toll road. Although separate legal entities with separate Boards of Directors, the two JPAs are managed by one staff and expenditures are allocated based on the estimated benefit to each Agency. To learn more about the Transportation Corridor Agencies, go to: [TheTollRoads.com](https://www.thetollroads.com).



## The Position

Under Chief Financial Officer direction, plan, manage and coordinate the work of supervisory, professional, technical and clerical accounting staff in the day-to-day accounting; accounts payable and payroll operations, including preparation of a variety of financial and accounting reports and records; and perform other work as required to meet/exceed established goals and objectives of the Transportation Corridor Agencies.

## Key responsibilities include, but are not limited to, the following:

- Manage, review and ensure the accuracy of the day-to-day accounting, including revenue, accounts receivable, accounts payable and payroll operations.
- Manage the preparation of financial statements and reports, and provide status of financial condition by collecting, interpreting and reporting financial data; complete additional compliance and other reports as required periodically; provide information and assistance to other managers regarding financial data.
- Provide information to, and act as the principal liaison with external auditors. Ensure accuracy, timely issuance and distribution of the audited financial reports.
- Review, update, monitor and enforce policies and procedures and effective internal controls.
- Assist in the management, design and modification of financial systems including, but not limited to, accounting, ADP payroll and business intelligence.
- Develop and maintain operational modeling for service operations revenue, partner projects and other operations, as needed; supervise the billing for services.
- Supervise the coordination of accounting work between Accounting and Finance staff. Review and analyze cash flow and budget to actual reports and provide support to the Senior Director, Finance and Manager, Budget & Planning; assist Senior Director, Human Resources in modeling and financial system data inputs for staffing, compensation and benefits budget, as needed.
- Identify opportunities for improvements, including revenue opportunities; operating efficiencies and other cost reductions; and system enhancements.
- Provide general oversight for the investment of TCA funds, which includes transactions with various financial institutions and maintenance of investment records.
- Manage the day-to-day activities related to the operations bank. Coordinate with Manager, Treasury Operations regarding banking requirements; review and approve banking transfers and disbursements; ensure receipts and disbursements between agencies and funds are proper.
- Manage staff, including hiring, training, scheduling, and allocation of work, setting of goals and objectives, performance evaluation, development and coaching.

- Stay current and knowledgeable of new laws, regulations, and accounting standards and pronouncements, and implement them on a timely basis. Maintain professional and technical knowledge through continuing education and other workshops; review professional publications; participate in professional societies.
- Assist in planning, development and execution of new initiatives; coordinate projects with other departments.
- Participate in other special projects and analyses, as deemed appropriate by the Chief Financial Officer.



## Minimum Requirements

### Experience, Certification(s) and Education:

- Bachelor's degree in Accounting, Finance, Business Administration, Economics or a closely-related field of study from an accredited college or university.
- Active Certified Public Accountant (CPA) license.
- Seven years of demonstrated successful and progression of experience in professional accounting/auditing management and related administrative experience.



### The Preferred Candidate will Demonstrate/Possess the Following Knowledge, Skills and Abilities:

- Bring a strong audit and technical accounting background, preferably in governmental enterprise fund accounting with significant experience in municipal bond and pension accounting.
- Be a proven accounting and financial reporting expert with extensive audit experience.
- Be a proactive, big-picture thinker who also has strong detail-orientation.
- Have an inclination for efficiency creation and process improvements.
- Be an excellent manager, mentor, teacher and motivator.
- Ability to explain complicated subjects in a manner that is understandable by staff, executives and members of the board.
- Have ability to work collaboratively with others to move concepts, projects and work assignments toward timely and successful completion.

### Compensation and Benefits

TCA is prepared to offer a competitive salary in the range of \$138,291 to \$193,607, depending on education and qualifications.

In addition, we offer an excellent benefits package that includes:

**Pension Plan** – TCA employees participate in the Orange County Employees Retirement System. The employee's cost per pay period is based upon age at entry. TCA does not contribute to Social Security.

**Deferred Compensation** – TCA offers a 457 plan. TCA will match 50% of the employee's voluntary contribution, up to a maximum of 2% of the base salary.

**Medical, Dental and Vision Insurance** – TCA offers medical dental and vision coverage for employees and their dependents. The cost varies, according to the plan selected. The coverage is effective on the first of the month following the employee's start date.

#### **Life & Accidental Death & Dismemberment (AD&D)**

**Insurance** – TCA provides life insurance and AD&D at no cost to the employee equal to two times the annual salary with a minimum value of \$100,000 and a maximum value of \$200,000. Supplemental life insurance is available for purchase.

**Short- and Long-Term Disability Insurance** – Short-term disability is paid by TCA. Long-term disability is available at a nominal cost.

**Holidays** – Twelve days per year/11 fixed holidays; one floating holiday is assigned and available based on the starting date.

**Comprehensive Annual Leave (CAL)** – CAL hours provide paid time off for rest and relaxation, personal or family illness and personal business based on years of service. Employees can accumulate up to two times their annual accrual rate. Employees can sell CAL hours each quarter if they maintain 168 accrued hours.

**A "Flex" 9/80 Work Schedule** that includes every other Friday off.



### Application Process and Recruitment Schedule

Recruitment for this position will be open until **Tuesday, March 19th** or once the needs of TCA have been met. Prospective candidates are encouraged to apply soon, as review

of resumes and potential interviews will be done upon receipt.

To be considered, please email your resume and cover letter to [recruit@thetollroads.com](mailto:recruit@thetollroads.com).