



MERITAGE MIDSTREAM

JOB DESCRIPTION

POSITION TITLE: Controller

LOCATION: Denver, CO

DEPARTMENT: Accounting

REPORTS TO: CFO

POSITION SUMMARY:

Meritage Midstream is recruiting a seasoned, hands-on Controller. The Controller will report to the CFO and be responsible for leading the accounting, compliance and tax activities at the company. This person will maintain the accounting controls, processes and systems. The ideal candidate must have a track record of execution, analytical decision making, and solid business judgment to add value across the organization. The successful candidate will exhibit proven accounting and financial leadership skills in a complex, fast paced environment. Experience in midstream energy related accounting is required.

ESSENTIAL DUTIES/RESPONSIBILITIES:

- Oversee all company and subsidiary accounting functions
- Maintain accounting processes, systems and controls, including documentation of policies, procedures and controls
- Oversee the preparation of monthly, quarterly and annual financial statements and conduct analysis comparing those statements to forecasted results
- Manage, mentor and train internal accounting team
- Work with internal team members and external consultants to enhance the company's accounting systems
- Ensure compliance with GAAP, statutory reporting requirements and corporate control policies
- Maintain the company's system of accounts and keep books and records on all company transactions and assets in compliance with applicable accounting principles and Company policy
- Work with CFO and Director of Finance to prepare, manage and analyze monthly, quarterly and annual budgets
- Assist with financial analysis for senior management, board directors and investors
- Lead the company through its annual audit
- Interface with external accountants, auditors, and key contracting parties



- Complete regulatory and/or governmental filings. Responsible for reviewing tax activity and annual tax filing and other applicable taxes
- Advise leadership team on customer contract terms, revenue recognition policies, expense management, and other financial matters relevant from an accounting and tax perspective
- Work on other special projects involving accounting systems, data integrity, general ledger reporting and optimization, and other compliance issues
- Implement accounting controls and processes
- Research, document and implement GAAP accounting pronouncements and other technical accounting research
- Ensure the accuracy and timeliness of recorded transactions
- Provide variance analysis on balance sheet and income statement accounts for management reporting purposes
- Regularly perform internal audit procedures to ensure procedural compliance, identify and correct deficiencies
- Provide support and prepare account transaction detail for operating activity as requested by management
- Analyze and implement acquisition and purchase price accounting as required
- Support special projects as needed and assist others as requested by management.
- Additional responsibilities as assigned by the CFO or other members of senior management.

SUPERVISORY DUTIES:

Responsible for managing all employees within the Accounting department.

JOB QUALIFICATIONS:

- Bachelor's degree in Accounting or related field
- CPA designation
- 3+ years of public accounting experience
- 7+ years of professional experience in midstream, oil and gas accounting
- Working knowledge of accounting systems including NetSuite, Coupa and Quorum
- Strong understanding of GAAP and technical accounting, including revenue recognition, cost accounting, and intercompany transactions
- Detail-oriented with the ability to research technical accounting issues
- Strong analytical skills with the ability to process information from a variety of sources, understand the key insights and develop well thought out communications
- Self-motivated with the ability to work independently, and the ability to collaborate effectively and cohesively within a team



- Experience interacting and presenting to senior management and board directors
- Strong sense of urgency and proven capability to work within short deadlines in a fast-paced environment with the flexibility to work extended hours during peak periods
- Ability to effectively manage competing demands
- Solid organizational skills including acute attention to detail
- An effective communicator with strong written, verbal, and presentation skills

WORKING CONDITIONS:

Physical Demands:

Requires sitting throughout most of the day, interspersed with short trips throughout the office as needed to file, print, etc.

Work Environment:

Primarily in an office environment.

Materials and Equipment Used:

Personal computer, 10 –key, phone, fax, and copier

We are an equal employment opportunity employer.

This job description is intended to indicate the kinds of tasks and levels of work difficulty required of the position given this title and shall not be construed as declaring what the specific duties and responsibilities of any particular position shall be. It is not intended to limit or in any way modify the right of management to assign, direct and control the work of employees under supervision. The listing of duties and responsibilities shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty.

This Job Description does not create an employment contract, implied or otherwise, other than an “at will” employment relationship.