

Assistant Controller

Own the close. Strengthen transactional accounting. Enable better reporting and analysis.

LOCATION	DEPARTMENT	REPORTS TO
North Quincy, MA In office	Accounting	Controller
SALARY	TARGET BONUS	STATUS
\$130,000-\$145,000	10%	Full time

About Stran

Stran Promotional Solutions is a publicly traded promotional products distributor with more than 30 years of experience helping brands connect with their audiences. We combine technology, global sourcing, creative services, and operational capabilities to deliver customized marketing solutions. As we grow organically and through potential acquisitions, we are building scalable systems, disciplined processes, and strong teams.

Position Summary

The Assistant Controller is the hands-on accounting leader who owns the monthly, quarterly, and annual close and ensures the integrity of day-to-day transactional accounting. This role creates the bridge between clean ledger activity and dependable financial reporting, giving the Controller and CFO a stronger foundation for meaningful financial analysis and decision support.

The successful candidate is a proven Assistant Controller and master of the month-end close: highly proficient in journal entries, reconciliations, consolidations, cut-off, variance review, issue resolution, and close management. This leader will also strengthen NetSuite and other 3rd party management software utilization, inventory and commission accounting, internal controls, audit readiness, and the capabilities of the A/P and A/R teams.

Primary Responsibilities

Own the Financial Close

- Independently lead the full monthly, quarterly, and annual close from pre-close planning through final reporting, with clear ownership, deadlines, review standards, and escalation paths.
- Own and review journal entries, accruals, account reconciliations, roll-forwards, supporting schedules, intercompany activity, and close-related analyses.
- Ensure the general ledger is complete, accurate, timely, and compliant with U.S. GAAP and Company accounting policies.
- Identify and resolve unusual balances, transactions, cut-off issues, reconciliation breaks, and accounting matters before reporting deadlines.
- Continuously improve close speed, quality, documentation, accountability, and repeatability without compromising control or accuracy.
- Communicate close status, risks, decisions, and unresolved items clearly to the Controller and relevant stakeholders.

Strengthen Transactional Accounting and Reporting

- Build a disciplined culture of accurate transactional accounting across revenue, inventory, accounts receivable, accounts payable, fixed assets, leases, commissions, and other significant accounts.
- Ensure clean data and reconciled accounts flow into timely, consistent, and decision-ready financial and management reporting.
- Review financial results and investigate variances, trends, and unusual activity so the Controller can focus more deeply on analysis, technical accounting, and strategic priorities.
- Lead daily inventory-accounting oversight and the monthly inventory close, including costing, valuation, general-ledger reconciliation, adjustments, and exception resolution.
- Oversee and improve the commission process, ensuring calculations are correct, appropriately approved, supported, and paid accurately.

NetSuite, Controls, and Process Improvement

- Serve as the Accounting team's hands-on NetSuite expert and elevate team knowledge, adoption, and consistent use of the platform.
- Own accounting outcomes in NetSuite, including data integrity, close workflows, reconciliations, reporting accuracy, approval controls, and exception management.
- Prioritize system and process improvements that reduce manual work, spreadsheet dependency, recurring errors, and operational risk.
- Partner with internal technology resources and external consultants to translate accounting needs into effective, controlled, and scalable solutions. This role is not a NetSuite developer or system administrator.
- Strengthen internal controls, documentation, review procedures, and remediation efforts across core accounting processes.

Public-Company Reporting and Audit

- Support the Controller, who is the primary day-to-day accounting contact for external auditors during quarterly reviews and the annual audit and serve as the primary contact in their absence.
- Coordinate complete, accurate, and timely audit schedules, support, documentation, and responses.
- Support financial information used in Forms 10-Q and 10-K and maintain documentation for significant accounting judgments and conclusions.
- Partner with the Controller on technical accounting matters, audit readiness, and the implementation of new or revised accounting guidance.

Team Leadership and Partnership

- Provide day-to-day leadership, coaching, and oversight for assigned Accounting team members, including A/P and A/R.
- Establish clear expectations, ownership, review of company standards, and accountability while developing stronger accounting judgment and problem-solving capabilities.
- Lead with curiosity and a seek-to-understand mindset; collaborate effectively with Accounting, Finance, Operations, Sales, IT, and other partners.
- Prioritize effectively, apply sound judgment, and use an 80/20 mindset to keep critical work moving in a deadline-driven environment.
- Own accounting decisions within the role's authority and promptly communicate significant judgments, changes, risks, and exceptions to the Controller.

Required Qualifications

- 7+ years of progressive accounting experience, including accounting management or supervisory responsibility.
- Demonstrated mastery of the monthly close and the ability to independently own a complex, deadline-driven close from transaction through reporting.
- 3+ years' experience in a high volume manufacturing, distribution, or e-commerce environment, with a strong understanding of transactional accounting and the ability to quickly assess account activity, reconciliations, and close-related issues.
- Significant experience working directly with external auditors and supporting SEC filing requirements.
- Strong hands-on NetSuite expertise, with the ability to improve accounting workflows, reporting, data integrity, and controls, or similar ERP's
- Deep knowledge of U.S. GAAP, general-ledger accounting, reconciliations, financial reporting, and internal controls over financial reporting.
- Demonstrated ability to lead, coach, and develop accounting professionals.
- Strong accounting judgment, analytical and problem-solving skills, communication, and advanced Microsoft Excel proficiency.

Preferred Qualifications

- CPA certification.
- Experience supporting financial information included in Forms 10-Q and 10-K and addressing technical accounting matters.
- Inventory accounting, costing, and commission-accounting experience.
- Public accounting experience.
- Experience strengthening accounting operations in a growing, acquisition-oriented, or increasingly complex organization.
- Proven Assistant Controller experience within a publicly traded company or an environment.

What Success Looks Like

- The close is owned end-to-end, with accurate results, disciplined reconciliations, predictable timelines, and issues resolved before reporting.
- Transactional accounting is clean, controlled, and consistently supports reliable reporting and true financial analysis.
- The Controller has greater capacity for consolidated reporting, technical accounting, public-company requirements, and enterprise priorities.
- Inventory and commission accounting are accurate, transparent, controlled, and scalable.
- NetSuite is used more effectively, manual work is reduced, and the Accounting team demonstrates stronger ownership and judgment.

Work Environment

- This is a full-time, in-office position based in North Quincy, Massachusetts.
- The Assistant Controller will work in a collaborative, deadline-driven environment and interact regularly with the Controller, CFO, Accounting team, external auditors, cross-functional business partners, and technical resources.