



<b>TITLE:</b> Senior Manager of Financial Reporting	
<b>Classification:</b> Exempt	<b>Department:</b> Accounting & Finance
<b>Rev # and Date:</b> 11/1/2022	<b>Reports to:</b> Director of Accounting

Established over 40 years ago, AIR T, INC. (NASDAQ: AIRT) (“the Company”) is an industrious American holding company with a networked portfolio of powerful businesses, each who operate independently yet interrelatedly.

We seek to invest in dynamic, talented individuals and teams, insightful doers in their business domains. We apply corporate resources to activate growth and overcome challenges — ultimately building great enterprises that flourish by “win-winning” over the long-term.

Currently we are organized by 4 core business segments consisting of 20+ companies that span a variety of industries, employing over 400 team members nationwide.

We are seeking a talented, energetic Senior Manager of Financial Reporting to join our Accounting & Finance team. Under the direction of the Director of Accounting, the Senior Manager of Financial Reporting will prepare the Company’s Form 10-K, 10-Qs and other SEC documents in accordance with U.S generally accepted accounting principles (“U.S GAAP”). The Senior Manager of Financial Reporting will also research significant accounting matters and preparing memorandums in accordance with U.S GAAP. In addition, this position will also be responsible for consolidating the financials of the Company’s business units and spearheading the Company’s internal audit.

This newly-created position is an excellent opportunity for the right candidate to make a difference in a fast-paced company with ample opportunities to grow and shape their career in financial reporting and accounting.

**Primary responsibilities**

- Research significant accounting matters or transactions and prepare memorandums
- Review Business Units monthly and quarterly financial reporting packages
- Prepare and review footnotes and supporting schedules for the Company’s Form 10-Qs and 10-K
- Review other SEC and public filing documents such as 8-Ks and press releases
- Prepare and review journal entries in the monthly and quarterly close
- Review the Company’s monthly and quarterly account reconciliations in accordance with U.S GAAP
- Review the account mappings and consolidation of Business Unit Trial Balances
- Prepare and review all quarterly top-sided entries and reversals
- Prepare the Company’s quarterly and annual balance sheet, income statement and cash flow fluctuations analysis
- Prepare the Company’s semi-annual bank covenants calculation
- Manage the Company’s quarterly financial reporting checklists
- Manage and respond to requests from auditors, tax, consultants and other regulatory groups
- Manage, mentor and review the work prepared by subordinates
- Develop and lead the Company’s internal audit
- Provide assistance as needed on ad hoc projects and accounting activities

**Education and Professional Qualifications**

- 5+ years of accounting experience required, with at least:
  - 3 years in public accounting or
  - 5 years in a public company



- Bachelor's Degree in Accounting or Finance
- Strong knowledge and understanding of GAAP accounting principles required
- Self-starter required
- Detail-oriented with strong time management skills required
- Big 4 experience preferred
- Master's Degree in Accounting or MBA preferred
- Audit experience preferred
- Relationship builder who prefers a collaborative work environment
- Experience with working in Workiva or other cloud-based reporting software preferred
- Excellent oral and written communication skills, comfortable working with all levels of management
- Experience operating within a Sarbanes-Oxley control environment
- Possesses a sense of urgency; identifies challenges and problems and takes the initiative to identify solutions
- Ability to work with external auditors and manage multiple audit requests