



Open Position – Assistant Controller

Responsibilities

- Prepare and reconcile daily cash reports. Weekly cash reporting to the Executive Team.
- Daily reconciliation of trading and clearing records.
- Monthly reconciliation of bank statements and market data reporting to exchanges.
- Prepare accounts payable records.
- Preparation of monthly fixed asset reconciliation and depreciation calculations.
- Ordering and tracking high-tech equipment for production, research and development.
- Assist the CFO with financial statements and SEC/regulatory reporting preparations.
- Assist the Chief Compliance Officer with regulatory inquiries.
- Assist the Ventures Team, Board, and the CEO/CFO with special projects as needed.
- Assist with office management and procurement.

Requirements

- Public accounting experience (1-5 years), preferably with a National Firm.
- Bachelor's degree in Accounting or a related field.
- CPA or planning to pass the exam within 1-year.
- Excellent communication skills.
- We hire for Aptitude, Character, and Enthusiasm. We are looking for associates who are eager to learn and move up as the firm grows.

Benefits

- **Base salary \$50k to \$100k**, depending on experience.
- **Bonus Pool.** Incentive comp can be highly rewarding. All associates are eligible to participate in our annual discretionary bonus pool. Bonuses are based on trading profits, individual performance and other criteria set by the Board. Bonus payouts are not guaranteed.
- Benefits package available to all associates including health insurance, paid time-off, etc.
- Free lunch. The company provides lunch daily with rotating caterers.

Beating Wall Street from Kansas City

- Tradebot Systems is a proprietary, algorithmic trading firm that specializes in U.S. equities. We are a registered broker-dealer and account for roughly 2 – 6% of all stock trading in America.
- We maintain our competitive advantage through cutting-edge technological innovation and analyzing “big data” to determine when we have a statistical edge.
- Our internally developed, low-latency trading system has been beating Wall Street since 1999. We have around 60 associates and they all work out of our headquarters in Kansas City.

Applicants should email their **resume, including GPA and ACT score** to work@tradebot.com.

If you know someone who may be interested, thank you for passing along this information.

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