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## POSITION DESCRIPTION

**POSITION:** FOCUS Brands VP of Tax & Treasury  
**REPORTS TO:** FOCUS Brands CFO / CAO

### **PURPOSE OF POSITION**

The FOCUS Brands VP of Tax and Treasury directs the overall tax and treasury practices for FOCUS Brands and its' subsidiaries. This position is directly accountable for the strategic and tactical management of FOCUS Brands treasury and tax departments. In addition, this position will provide corporate oversight in risk management programs and work closely on lead valuation and other activities related to acquisitions. The VP of Tax and Treasury will manage tax and treasury associates as well as manage outside professional groups providing services in the following areas.

### **DUTIES AND RESPONSIBILITIES**

- Directs all treasury management, including working capital needs, covenant reporting, accurate short and long-term cash forecasting, and assurance of compliance with credit agreement provisions; supervises any investment of funds, hedging programs and works directly with banks; minimizes borrowing costs and future risks.
- Oversees system controls and standards as they related to tax and treasury to ensure timely and appropriate reporting for all constituents; establishes credit policies and practices and advices on the systems of FOCUS Brands.
- Responsible for managing and directing tax policies and objectives of the organization. Oversees tax compliance for federal and state income, estimated tax returns and personal and tangible property; responsible for driving preparation of all indirect and corporate tax returns; oversees a wide range of income tax compliance, tax financial statement analysis and technical tax research; executes FIN 48 requirements.
- Leads initiatives to research and design tax practices and organizational structure to minimize tax liability over the long run; makes recommendations and leads implementation.
- Executes reporting and filing to meet obligations of the company, including tax returns, bank reporting and reports for government agencies in accordance with GAAP, tax statutes and other requirements.
- Executes specific period reporting requirements, manages annual audit reporting as it relates to treasury issues, tax provisions and other assigned specialty areas up to and including, but not limited to debt refinancing analysis, hedging activity, acquisition valuations, and other more technical analysis; manages deliverables and work product of outside technical experts.
- Provides corporate oversight of risk management programs, including 401K.
- Provides leadership, development and guidance to both direct and indirect reports; meets regularly with department heads to keep informed, offer direction and educate.

**POSITION REQUIREMENTS**

- Ten plus years of experience in tax and treasury with increasing responsibility; CPA designation required; undergraduate and/or graduate degree in related discipline is a plus; Tax (MTX) or Treasury (CTP) specific designation also a plus.
- A hands-on approach, operationally-focused and preferably possesses management experience in a multi-unit company (present or recent past); industry experience will be ideally in the foodservice, specialty retail or hospitality sectors; experience in a franchised company is desirable, although not mandatory.
- Excellent written and verbal communication skills; superior analytical capabilities and strong organizational skills.
- Possesses strong financial acumen, strong business judgment, excellence with technical skills and ability to stay current on issues.
- Exceptional leadership skills and unquestioned integrity.
- Creative thinker willing to take balanced risks.
- Ability to motivate and develop teams and individuals to reach their potential.
- Proficiency Microsoft software such as Word, PowerPoint, Excel, and Outlook.