



## **Finance & Accounting Manager** **Creedon and Co., Inc. | Worcester, MA**

Creedon and Co. is a growing, multi-division business spanning catering, event rentals, and sports operations. We are seeking a hands-on Finance & Accounting Manager to lead our day-to-day financial operations while helping us build a more structured, forward-looking finance function.

The right candidate will not only “keep the trains running,” but will help us build better tracks.

### **Key Responsibilities**

- Oversee daily accounting operations including AP/AR, deposits, reconciliations, and financial recordkeeping
- Lead monthly close process and ensure accurate, timely financial reporting
- Manage payroll and coordinate benefits administration
- Supervise workflow with remote/offshore accounting support
- Develop and improve:
  - Monthly reporting packages
  - Budgeting processes
  - KPI tracking and visibility
- Improve internal controls and documented processes

### **What We’re Looking For**

- 5+ years of accounting or finance experience (small/mid-sized business preferred)
- Strong QuickBooks proficiency
- Experience with ADP or similar payroll system
- Familiarity managing multiple entities or revenue streams is a plus
- Ability to operate both tactically and strategically
- Comfortable in a fast-paced, entrepreneurial environment

### **Why This Role Matters**

We’ve built a strong operating business. Our next phase requires stronger financial infrastructure to support growth, improve visibility, and reduce risk.

This role is central to that evolution.

### **Who This Role Is For:**

- Someone who enjoys building structure and improving systems, not just maintaining them
- A detail-oriented operator who can also think at a higher level about how financial information supports decision-making

- Someone comfortable taking ownership and driving outcomes in a fast-moving environment
- A candidate interested in growing into a more strategic finance role over time

**Who This Role May Not Be For:**

- Those seeking a narrowly defined, highly structured corporate environment
- Candidates primarily focused on routine bookkeeping without interest in process improvement
- Individuals who prefer clearly established systems over building and refining them

**Additional Notes**

HR responsibilities will be supported separately over time, allowing this role to focus on strengthening the company's financial operations and infrastructure.

**Compensation**

**\$80,000 – \$90,000**, commensurate with experience and capability

In addition, this role is eligible for a performance-based bonus tied to:

- Timely and accurate monthly close
- Implementation of reporting and budgeting processes
- Improvements in financial visibility and operational discipline

Full suite of benefits including:

- 401k retirement plan with company match
- Health insurance, voluntary vision and dental plans
- Paid time off
- Discounts on catered events and equipment rentals for personal family use

We are seeking a high-impact candidate and are prepared to reward meaningful contribution.

Interested candidates should forward their interest and CV to:

John Creedon, Jr., President  
Creedon and Co., Inc.  
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Worcester, MA 01604  
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508-792-3100

*Creedon and Co., Inc. is an equal opportunity employer.*