



Private Equity - Controller

Location: Chicago, IL

Company Overview

RiverGlade Capital (“RiverGlade” or “RGC”) is a Chicago-based private equity firm focused on control buyouts of growth-oriented, lower middle market healthcare companies. RiverGlade partners with founders, entrepreneurs and management teams of high quality, differentiated healthcare companies that have EBITDA in the range of \$3 million to \$15 million and generally invests \$20 million to \$80 million per platform.

Investing together for more than two decades, the RiverGlade team is currently deploying RGC Fund I, a \$325 million fund. This is a unique opportunity to join a strong organization, contribute valuable, hands-on experience, and be directly involved in the operations of the firm.

For more information visit www.rivergladecapital.com.

Job Description

The Controller will focus primarily on the accounting and operations of various investment Funds managed by RiverGlade Capital. Key areas include managing the quarterly and monthly fund close process, investor allocations, investor statements, creating capital call and distribution schedules, coordinating and interfacing with the Fund Administrator, generating internal and investor reporting, overseeing cash management and assisting in the audit and tax reporting processes. The candidate should be highly motivated, self-directed, possess strong analytical skills as well as have excellent communication skills. This team member will be part of a small and dynamic team and will report directly to the CFO.

Responsibilities

- Prepare quarterly and annual financial statements and capital statements for the Funds and related GP and Co-Invest entities
- Assist in all operations of the private equity Funds and related entities, including capital calls, distribution waterfall calculations, general ledger review and reporting of investor capital statements
- Manage various Fund audits including the preparation of various schedules, liaising with the auditors, and responding to open items

Responsibilities, cont'd

- Perform all daily, monthly, quarterly and annual accounting tasks including accounts payable, Concur expense reporting, bank reconciliations, invoicing of accounts receivable, etc.
- Participate in the quarterly portfolio company valuation process, including review and documentation of individual portfolio company waterfalls and financial inputs, as needed
- Assist in the creation, preparation, and dissemination of key reports to firm management and investors
- Assist with the preparation process and timely filing of federal and state tax returns, including collection of K-1s from portfolio companies and distribution of K-1s, 1042s, etc. to investors
- Support the CFO with certain compliance functions required as an SEC registered investment adviser
- Assist with ad hoc due diligence requests from investors and other projects as needed

Target Requirements

- CPA with 5-10 years of PE/VC industry experience
- Strong understanding of GAAP fund accounting and valuation
- Ability to work independently, self-prioritize and organize, set deadlines and meet them
- Strong attention to detail and a sense of pride in the work product delivered
- Excellent written and verbal communication skills
- Desire to work in a growing firm and be hands on

Compensation

Competitive compensation and benefits package.

Contact information

Qualified candidates should submit their resume to mpridgeon@rivergladecapital.com.