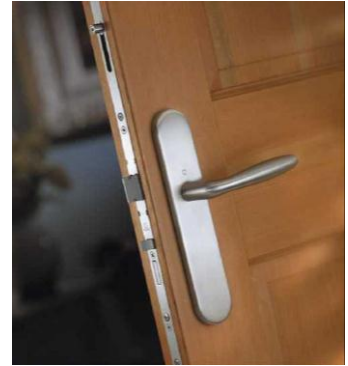


EMPLOYMENT OPPORTUNITY

**Vice President of
Finance & Administration**

At



HOPPE North America, Inc.

Fort Atkinson, Wisconsin

The QTI Group - www.qtigroup.com

Madison: (608) 232-2650

Milwaukee: (414) 744-5062

Fox Valley: (920) 882-0559



VP of Finance & Administration:
Click [here](#) to apply.

EMPLOYMENT OPPORTUNITY:

Vice President of Finance & Administration, HOPPE North America, Inc.

THE HOPPE GROUP is embarking on a retained executive search to hire a Vice President of Finance & Administration for its North American business unit, HOPPE North America, Inc.

ABOUT THE COMPANY

THE HOPPE GROUP is the largest privately-held door handle and hardware manufacturer in the world. A global company headquartered in Switzerland with operations in 15 other countries, HOPPE has designed, manufactured, and marketed innovative door and window handles and hardware assemblies for over 60 years.

As a high-volume automated manufacturer, HOPPE supplies high quality brand-name products at an optimum price to a broad spectrum of customers.

HOPPE's North American headquarters is located in Fort Atkinson, Wisconsin, a location selected for its centralized access to key distribution roads and railways and because it offers valued HOPPE employees and their families the Midwest's family-enriching quality of life. HOPPE North America, Inc. also has distribution facilities in Ontario, Canada.

For more information about The HOPPE Group and HOPPE North America, Inc., please visit: www.us.hoppe.com.

COMPANY HISTORY

In the 1950s Friedrich Hoppe began crafting door and window handles the only way he knew how – the right way. On a foundation of innovation and craftsmanship, an entire company was built. Today there are HOPPE locations in 16 countries worldwide. HOPPE has experienced significant growth, but its dedication to a creative approach and the highest product quality remains unchanged.

HOPPE'S TOTAL BENEFICIAL ADVANTAGE: THE SOCIAL CONTRACT BETWEEN THE COMPANY AND ITS EMPLOYEES

- **Personnel Policy** – The personnel policy forms the basis for our everyday dealings with each other. In working at HOPPE you can and should be able to develop in a positive way as a complete human being.
- **Direct Contact with Staff** – Direct leadership, short communication paths and open doors play key roles.
- **Information** - Information is the raw material for your decision-making. Transparency and the ensuing security, as far as possible, are thereby assured.
- **Advancement through Challenge** – You can expect to progress both professionally and personally in your daily tasks as well as through our in-house training and external courses. Through your performance you will have the opportunity for promotion within the company.
- **High Job Security** – With the international structure of the HOPPE Group, its market-leader status in Europe and the market potential, your job has increased security. Through your knowledge, willing approach and ability you'll contribute to the increased sustainability of the company and thereby the security of your own job.

HOPPE'S BELIEFS

- The pursuit of long-term, workable relationships with its employees, customers and suppliers, based on mutual trust, along with its concern for the regions in which the company is located, takes priority over short-term success.
- The basis of the company's sustainability is: liquidity, profitability, flexibility, innovation, sales, and profits.
- HOPPE aims to keep red tape to a minimum. The right balance between central leadership, through the holding company, and the decentralized freedom of the individual companies, makes for the most effective use of resources and maximizes benefit for all.

HOPPE's AIMS

These basic philosophies are all connected and interdependent in the customer-oriented process of creating added value. They will yield the best results only in conjunction with each other.

- **Personnel Philosophy** – HOPPE aims to establish a fair relationship between performance and benefit in return.
- **Quality Philosophy** – The company strives continually to improve its overall quality in the eyes of its customers.
- **Marketing Philosophy** – In marketing, HOPPE recognizes that increased customer value assures its own long-term sustainability in the most sustainable way and acts accordingly.
- **Logistics Philosophy** – HOPPE regards logistics as an all-embracing concept of market-oriented company leadership, the aim of which is to structure the whole value-added chain, including those partners involved prior to and following the manufacturing process, in an integrated and mutually beneficial way.
- **Environment Philosophy** – HOPPE views economic and ecological concerns as existing in harmony, not in conflict. Based on demands of the business and the environment, HOPPE seeks to achieve its goals as economically as possible, using the means available as efficiently as possible.
- **Communication Philosophy** – Communication at HOPPE is to be clear, precise, expeditious and conducted in an atmosphere of honesty, openness and lack of fear.

ABOUT THE POSITION

Overview

Reporting to the President/Chief Executive Officer of HOPPE North America, Inc., the Vice President of Finance & Administration is a key member of the Executive Management team. This individual will assume a crucial role in the management of HOPPE North America, Inc., with important contributions to the overall direction of The HOPPE Group globally.

The Vice President of Finance & Administration is responsible for leading the financial function of the Company in North America, in accordance with all appropriate rules and regulations and will serve as an integral member of the leadership team. As a key member of the Executive team, the Vice President of Finance & Administration will assume primary day-to-day responsibility for planning, implementing, managing and controlling all finance-related activities of the company. This includes direct responsibility for accounting, finance, forecasting, strategic planning, cash management, costing, legal, insurance, human resources, IT, banking relationships, interfacing with outside auditors, as well as the various company managers, European owners, and the Board of Directors.

Reporting Structure

The Vice President of Finance & Administration is accountable for North American finance, human resources, information technology, and general administration functions. This individual will directly oversee two individuals and holds indirect responsibility for four additional employees.

The position reports to the President/Chief Executive Officer of HOPPE North America, Inc., with a dotted reporting line to the Chief Financial Officer of HOPPE Holding in Switzerland.

KEY RESPONSIBILITIES:

- Mentor and develop staff.
- Establish and maintain strong relationships with owners and Board of Directors.
- Collaborate effectively with other functional leaders within the organization.
- Manage processes for financial forecasting, budgets, HR and IT functions, as well as required reporting to the parent company.
- Ensure credibility of Finance group by providing timely and accurate analysis of budgets, financial trends and forecasts.
- Ensure that effective internal controls are in place and ensure compliance with IFRS and applicable federal & state regulatory laws and rules for financial and tax reporting.
- Ensure appropriate financial, risk management, accounting and human resource policies and procedures are developed and maintained.
- Review monthly financial results to explain variations from budget/forecast.
- Develop weekly/monthly presentation of business operations for executive management.
- Identify risks in a timely manner and implement appropriate controls to safeguard assets.
- Develop strategies for controlling and managing the financial metrics to improve profit drivers.
- Provide recommendations to strategically enhance financial performance and business opportunities.
- Evaluate and advise on the impact of long range planning, introduction of new programs/ strategies and regulatory action.
- Actively develop and implement business solutions.

IDEAL CANDIDATE PROFILE:

The successful candidate is expected to have a background that includes:

- 10+ years preferred in progressively responsible financial leadership roles, with at least 2 years as top corporate or divisional financial officer in an organization of at least comparable size.
- Recent experience in the manufacturing industry.
- Good working knowledge of operating systems.
- An energetic, forward-thinking and creative individual with high ethical standards.
- Demonstrated history of big picture and as well as tactical thinking.
- Strong people skills, and the ability to work well in a highly collaborative environment.
- Strong presentation skills.
- Excellent verbal and written communication skills.
- Strong financial management and analytical skills coupled with a strong operational focus.
- Full P&L understanding.
- Experience with pricing, margin, and SG&A expense forecasting and analysis.
- Experience budgeting, forecasting and reporting across the entire business.
- Mature senior leadership presence with proven skills supporting organization and business growth.
- Experience managing human resources and information technology functions.
- Bachelor's Degree in Finance or Accounting is required. MBA and CPA preferred.
- Previous experience working with taxes & IFRS is desirable.

JOB LOCATION

HOPPE North America, Inc. is headquartered in Fort Atkinson, Wisconsin, 25 miles southeast of Madison and 60 miles west of Milwaukee.

The position requires current residency within commuting range of Fort Atkinson. No requests for remote employment arrangements, please. Candidates requiring relocation will only be considered if it is determined that the position cannot be filled locally.

TO APPLY

HOPPE North America, Inc. has exclusively retained **THE QTI GROUP** to manage the search process for its new Vice President Finance & Administration. The QTI Group is a comprehensive human resources advisory firm founded in 1957. QTI is headquartered in Madison, Wisconsin and has ten branch offices across the state.

Please apply via this link:

http://qtigroup.com/JobDescription.aspx?jpid=bh_1004

This opportunity requires US work authorization.

HOPPE North America, Inc. and QTI Executive & Professional Search, Inc. are Affirmative Action/Equal Opportunity Employers.

ABOUT THE QTI GROUP AND ITS CORPORATE EXECUTIVE RECRUITMENT PRACTICE

THE QTI GROUP is a comprehensive human resources advisory firm offering recruitment, staffing, process outsourcing, and consulting services. QTI is headquartered in Madison, Wisconsin and has ten branch offices across the state.



PETER GRAY, Director of Executive Search at The QTI Group, brings a track record of helping major corporations, smaller firms, and non-profit institutions make critical hires across a wide spectrum of industries and functions. Placements include senior executives, managers, and professionals in the financial services, life sciences, manufacturing, professional services, legal, real estate, consumer products, and nonprofit sectors.

Peter began his career in executive search at Korn/Ferry International. Before that, he was a management consultant at CSC Index, the consulting firm that pioneered the concept of business process reengineering.

Peter volunteers actively with the Boys & Girls Club of Dane County, the United Way of Dane County, Downtown Madison Inc., and the Wisconsin Bike Fed.

He holds a BA from Harvard University, and an MBA from Columbia Business School.

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