

Position Specification

Chief Financial Officer

Green Bay, WI

September 2025 | Confidential



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Chief Financial Officer

Reporting To Chief Executive Officer

Location Green Bay, WI

Century Drill & Tool

<https://centurydrill.com/>

Founded in 1940, Century Drill & Tool is a leading distributor of professional quality tool accessories and hand tools for contractors, professionals working in the trade, commercial automotive shops, and do-it-yourselfers. The Company offers the largest selection of power tool accessories, abrasives, hand tools, and threading tools. Century's product portfolio can be found in over 15,000 retail locations nationwide and on major online retail platforms.

Scope and Responsibilities

The Chief Financial Officer serves as a pivotal leader for the Company in providing actionable financial insight to help the leadership team and functional managers make informed, business-centric decisions. While being responsible for all financial, human resources and IT functions across the Company, the Chief Financial Officer also acts as a strategic business partner, playing a crucial role in shaping the company's next growth phase—particularly in acquisitions, integration, KPI development, and overall strategy.

In addition to overseeing human resources, the Chief Financial Officer manages financial reporting, analysis, accounting, tax, treasury (including cash management), and forecasting. The Chief Financial Officer will support the CEO on overall business planning and strategic initiatives. This individual will be a demonstrable communicator, collaborator, leader, a self-starter and will operate with an emphasis on clear and thorough communication, integrity and ethics. The Chief Financial Officer must be proactive, ensuring clear and thorough communication while serving as a trusted business advisor to drive the company's success.

Specific Duties

- Direct and lead all accounting, finance, treasury and tax operations to assure a robust financial accounting and working capital platform that enables the execution of strategic decisions in support of the company's growth model
- Direct and lead processes for financial forecasting, budgeting, consolidation and reporting to deliver timely, relevant, and accurate information that elevates business performance
- Oversee information technology, human resources and legal administrative functions
- Oversee and collaborate with the Company's external tax and legal experts on relevant tax planning, reporting and tax compliance requirements
- Provide the CEO and other members of the Leadership team input on the financial implications of business activities
- Prepare Board and Lender presentations and participate in meetings with these financial constituents
- Identify opportunities to improve efficiency and effectiveness, as well as introduce best practices
- Develop and maintain systems designed to strengthen the company's policies and procedures in budgeting, accounting, and risk management



- Assure a robust financial accounting platform to oversee the preparation of all internal and external financial reports, including monthly and annual financial reports and statements for the Board of Directors, private equity owners, and institutional financiers
- Provide active guidance to team on financial risks including pro-forma analysis of contemplated M&A targets
- Perform due diligence of M&A targets and assist with integration efforts
- Lead the financial integration of acquired businesses including intermittent travel to work directly with staff of acquired businesses

Qualifications

- Bachelor's degree in accounting or finance required from an accredited four-year university
- Active CPA designation preferred
- Willing and able to work in-office five (5) days a week
- Proficient business professional with 15+ years of successful and progressively expanding financial and operational management experience in manufacturing, distribution, or a related field
- Collaborative, communicative, and personable individual who can present and interact at the board level and address their issues and concerns
- Previous experience in the distribution of consumer products and private equity is preferred.

Interpersonal / Other Characteristics:

- Strategic leader who can work closely with the CEO to clearly communicate and present company vision, strategy, and objectives to a broad audience of internal and external stakeholders
- Collaborative, communicative, and personable individual who can present and interact at the board level and address issues and concerns
- Well-rounded professional who has successfully managed and supported the overall accounting department and functions including general accounting, financial and tax reporting, inventory, cost accounting, payroll, credit/collections and benefits administration
- Excellent interpersonal and communication skills and can effectively speak of the financial and accounting impact of business decisions to non-financial personnel
- A strong leader who is a self-starter, has the ability to delegate and can lead, mentor and develop individuals within the organization to achieve their fullest potential
- Embodies a high level of honesty and integrity while earning the respect and trust of owners and the leadership group

Contact Information

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