

FINANCIAL COMPTROLLER

Our client a commercial construction company in the St. John's metro area with it's head office in Mt. Pearl is seeking a financial comptroller to oversee it's accounting and financial requirements as a key member of the management team

Your Experience and Education:

- Certified Professional Accountant (CPA) designation
- An undergraduate degree with a concentration in accounting.
- 3-5 years experience in the construction industry.
- Advanced knowledge of Sage 50 is an asset.
- Proficient in Microsoft Excel and Word.
- Ability to work independently with minimum supervision, as well as part of a team.
- Detail oriented individual with strong organizational skills.
- Effective communication and interpersonal skills.
- Time management skills with ability to meet deadlines.
- Able to self-manage and multitask.
- Strong understanding of accounting principals.

Responsibilities & duties include but not limited to:

- Compile monthly, quarterly, and annual financials including project costing and reporting.
- Prepare internal and external audit working files.
- Overall responsibility for all accounting functions
- Manage AR and collections.
- Complete GL reviews and monthly reconciliations, entries, and accruals as necessary.
- Adhere to provincial and federal tax compliance and statutory reporting.
- Prepare monthly work in progress schedule.
- Cash flow management.
- Prepare monthly, quarterly, and annual reporting for external parties.
- Process monthly progress billings and change orders.
- Ensure accurate processing and reporting of weekly payroll.
- Manage capital asset acquisitions and disposals.
- Administer health benefit plan and RRSP plan.
- Maintain an orderly accounting filing system.
- Manage human resource and workers compensation issue as a member of management.

Compensation:

The company offers a very attractive compensation package that includes a competitive salary and benefits package, including health and dental, pension and paid vacation packages in an open and team-oriented culture that focuses on communication, integrity, innovation, and respect. The company and it's employees take pride in their work and superior customer service.

We appreciate all applications however only those invited for an interview will be contacted.

Please Forward Resume to: Comptroller, PO Box 28033, St.John's, NL A1B 4J8 or email bmorrissey.cpa@gmail.com