

Financial Controller
Saskatoon, Saskatchewan



The difference between a good company and a great company is its people. This concept is important to us at Quorex Construction Services Ltd. It is why we value qualities like co-operation, spirit, determination and drive. We nurture these qualities and we encourage our people to do their best.

We are a multi-disciplined team of professionals who have been in the construction and development business for more than 35 years. Our team serves every client - large and small - with the same level of dedication and commitment. Our projects encompass the commercial, institutional, multi-family, warehouse and industrial sectors in a region continuing to experience economic growth and prosperity. Our communication skills and work ethics are the keys to our "teamwork builds quality" approach.

Our **Financial Controller** is a critical member of our management team, and a leader within our organization to support our regional and corporate financial needs. The Financial Controller will develop and maintain relationships with our key stakeholders, clients, owner representatives, and staff.

Reporting to the President & CEO, the **Financial Controller** will be responsible for planning, organizing, and supporting all financial activities within our organization.

As Financial Controller, you will have the following responsibilities:

- Work with management to achieve company results through monitoring financial performance against budgets and exploring, analyzing, and reporting variances for discussion and long-term planning, highlighting areas of concern and action plans
- Hire, orient, direct, and evaluate employees reporting to you. Manage and provide leadership to finance/admin employees; provide coaching and feedback in accordance with the performance management process
- Direct and coordinate the preparation of the annual budget and financial forecasts
- Manage the daily operations of the accounting department including cash management, financial reporting, accounts payable and receivable, general ledger, payroll, revenue and expenditure variance analysis, and other accounting operations
- Prepare, analyze, and present timely monthly financial statements and other reports as required by the management team. Reconcile bank accounts monthly
- Manage and comply with local, provincial, and federal government reporting requirements and tax filings. Liaise and assist any external government auditors such as PST, GST.
- Coordinate the year-end audit process with the auditors including the review and/or preparation of working papers, schedules, analyses, and other required documentation
- Ensure quality control over financial transactions and financial reporting
- Research technical accounting issues for compliance
- Maintain effective and efficient accounting systems, processes, and practices based on recognized accounting principles, policies, procedures, and guidelines while ensuring compliance
- Drive process improvement initiatives across the existing business and identify opportunities to improve efficiencies operationally and financially
- Build strong working relationships with operational leadership and employees to better understand where value-added projects can be initiated
- Manage financial banking and external professional relationships

- Responsible for our financial and administrative IT platforms
- Accomplishes finance human resource objectives by selecting, orienting, training, assigning, scheduling, coaching, and counselling team members; communicating job expectations; planning, monitoring, appraising job contributions; recommending compensation actions; adhering to policies and procedures as well as onboarding of new staff.

Candidates must possess:

- Seven to ten years of experience in accounting, financial and data analysis, and business administration. Preference will be given to candidates with previous working experience as a Financial Controller.
- Degree in Commerce, Business Administration, or related discipline.
- Possession of a recognized CPA (C.A., C.M.A. or C.G.A.) accounting designation is preferred but not required.
- Experience with creating financial statements, general ledger functions, and regular reporting to the management and the board of directors.
- Confident leadership skills with a high level of integrity and dependability; has a strong sense of urgency, and is result-oriented with a dedicated work ethic
- Great attention to details with excellent analytical, technical, time management and organizational skills. Must be able to organize and manage the financial department.
- Superior interpersonal skills.
- Experience in leading and managing a team
- A demonstrated track record in previous management positions at a Commercial Construction Company would be an asset. Preference will be given to candidates with previous working experience in the Canadian/Saskatchewan construction industry.
- Experience using and managing Sage products or similar financial IT platforms.
- Must be an advanced user of Microsoft Excel.

Come join a team where integrity, teamwork, quality, and client satisfaction are part of our corporate culture. We offer a competitive salary, a bonus program, an extensive group insurance plan, and a retirement program.

Please forward your resume to the attention of:

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