



Maple Leaf Construction Ltd. is currently seeking a talented individual for a career opportunity as

## **ASSISTANT CONTROLLER**

Reporting to the Controller this position will be responsible for full cycle accounting and financial analysis. As well as managing the accounting department this position will assist with the analysis of financial and operational results.

### Responsibilities:

- Prepare account reconciliations
- Ensure accounting functions such as reconciliations and analysis of major expenses are completed on a timely basis
- Develop and review financial reports providing accurate accounting of business costs
- Develop, monitor, and report on key performance indicators for operational and corporate levels
- Utilize costing system data to provide accurate activity based costing and analysis
- Work with operational managers to provide information as necessary
- Supervise, train and manage staff
- Implementation and monitoring of key controls and processes

### Qualifications:

- Completion of a recognized accounting designation (CMA, CGA, CA, CPA) or senior level student with 3-5 years equivalent experience
- A bachelor's degree or diploma in a related area, preferred
- Able to work independently while providing leadership and direction to a variety of work areas
- Well developed communication and organizational skills
- Strong analytical skills, detail oriented, and able to meet deadlines
- Strong computer skills and administrative skills with extensive experience with Microsoft Office Software and the ability to review and analyze reports
- Familiarity with fixed asset reporting and controls
- Working knowledge of PST, GST and payroll
- Previous experience with inventory costing would be an asset

Our employees enjoy the benefits of working with a successful and progressive team and we offer a competitive compensation program. Please send your resume on or before March 15<sup>th</sup>, 2015 to:

[hr@mapleleafconstruction.mb.ca](mailto:hr@mapleleafconstruction.mb.ca) or for more information visit [www.mapleleafconstruction.mb.ca](http://www.mapleleafconstruction.mb.ca)

We thank all applicants however only those candidates of interest will be contacted.