



Assistant Controller/Controller

Here is your opportunity to make a career move to the beautiful Comox Valley on Vancouver Island, where a wonderful lifestyle awaits! Located just steps from the Campbell River Sea walk overlooking Discovery Passage in the beautiful Comox Valley, WestUrban Developments Ltd. is a vibrant, fast-growing real estate development company. Our team has over 30 years expertise in construction management, customized development and development planning in Western Canada and Vancouver Island. We believe that positive relationships are the cornerstone for success, and we strive to build strong teams built on respect, integrity, and safety. Our positive environment encourages and empowers our teams to find innovative solutions and overcome challenges.

If you are a talented and driven Senior Accountant with public practice or industry experience or an Assistant Controller looking to take the next step in your career and this sounds like the place where you would like to grow your career, we are currently seeking an Assistant Controller/Controller to help us advance the accounting function of our organization as we continue to grow. We are seeking an individual that is excited to learn and take on new challenges in an organization that is poised for growth and opportunity. Working collaboratively with your team in a fast-paced environment, you will be responsible for managing the accounting function of a group of companies. You will plan, direct and lead all aspects of our accounting operational functions and with your technical financial expertise, help drive improved performance, reporting and business intelligence for the organization.

Responsibilities

- Manage all aspects of accounting and financial reporting for a growing real estate development company and its related businesses, including oversight of billing, cash management, accounts payable and payroll;
- Prepare all monthly, quarterly and annual financial statements;
- Monitor daily cash position and weekly forecasts;
- Establish, monitor and develop accounting policies in support of sound financial practices and internal controls;
- Assist with the development and achievement of financial benchmarks, metrics and other KPIs in line with the strategic growth plan of the business;
- Assist with the development of financial analysis and management reporting to support management decision making;
- Ensure all CRA related documentation is submitted correctly and in a timely manner;
- Coach and mentor staff members in order to grow the expertise of the overall accounting team;
- Act as a change agent, evaluating the current processes and procedures of the accounting team, developing process efficiency improvements and implementing these improvements across the organization as necessary;
- Liaise with external accountants/auditors.

Qualifications

- CPA designation;
- Thorough knowledge of ASPE and/or IFRS;
- A minimum of 3 years relevant public practice or industry experience in a senior level role with strong technical accounting and finance knowledge, along with 3 years experience managing teams;
- Exceptional cost accounting and financial analysis capabilities;
- Experience preparing, reviewing, or auditing financial statements;

- Advanced computer skills including MS Office and Excel;
- Ability to make decisions and meet critical deadlines, providing guidance at all levels of the company;
- Ability to adapt and demonstrate resiliency in response to a demanding and fast-paced work environment;
- Strong interpersonal and communication skills with the ability to work well in a team environment;
- Ability to develop and maintain relationships with project and company stakeholders;
- Self-motivated with a positive attitude and a results-oriented approach;
- Attention to detail with the ability to perform work with a high degree of accuracy;
- Strong prioritization skills with the ability to meet deadlines and take responsibility for your work;
- Ability to think creatively when problem solving, proactively adapting to challenges;
- A high degree of professionalism and ability to maintain confidentiality;
- Excellent leadership skills with a willingness to train, motivate, and develop employees, through a supportive management style;
- Experience with ERP systems considered an asset;
- Experience in real estate development would be an asset.

We offer a competitive salary and benefits package commensurate with experience, as well as relocation packages for the right candidate. If you are interested in this exciting opportunity, please email your resume and cover letter to careers@westurban.ca with “Assistant Controller/Controller” in the subject line.

We are committed to the principles of employment equity and encourage applications from all qualified applicants. We thank all applicants for their interest however only those selected for further consideration will be contacted. This job posting will remain open until the role has been filled.