

Financial Controller, Lanes Retirement Living, St. John's, NL

Our Company

Lanes Retirement Living is a leading provincial healthcare, real estate investment, and development company that focuses on acquiring, developing, owning, and managing healthcare facilities including personal care homes, independent living, assisted living, and independent cottages.

Our Mission

We strive to serve seniors with exceptional staff in an unmatched atmosphere, where everyone desires to give back to the community.

Position Summary

The primary responsibility of the Financial Controller is overseeing all financial activities including financial reporting, maintaining budgeting and forecasting models, assisting with business funding decisions, hiring, training and retaining skilled finance staff. You will report directly to the VP, Operations, and be an innovative, proactive, and detailed-oriented finance leader who also plays a strategic role in maintaining excellent relationships with external vendors, partners, and stakeholders on behalf of the entire organization.

Qualifications

The ideal candidate will have the following qualifications, skills and abilities:

Education and Experience

- Post-Secondary education in accounting such as a Bachelor of Business Administration, Bachelor of Commerce, or equivalent accounting experience;
- 2-3 years supervisory experience and proven ability to lead and develop staff;
- Proficient with MS Office applications, especially Excel. Experience using Sage and/or Yardi is considered an asset.

A CPA designation is preferred. Additional experience in lieu of education will be considered.

Skills and Abilities

- Strong knowledge of accounting software;
- Knowledge of payroll, full accounting cycle, taxation, forecasting and cash management;
- Ability to take initiative and work both independently and in a team environment
- Strong communication and interpersonal skills;

- Proven strategic planning experience at a senior management level;
- Ability to identify, delegate and supervise tasks and ensure completion under strict timelines;
- Experience in financial reporting;
- Highly analytical with strong attention to detail;
- Ability to exercise tact, good judgment, and confidentiality;
- Ability to establish and maintain effective working relationships within all organizational levels;
- Contribute to employee engagement and a positive company culture; and,
- Ability to organize and manage workload while taking into consideration changing priorities, tight deadlines, varying work volumes, and available resources.

Responsibilities

The successful candidate will be responsible for, but not limited to, the following responsibilities and duties:

- Consulting and collaborating with external auditors on an ongoing basis as well as coordinate annual audits and quarterly reviews;
- Overseeing tax and other legislation compliance in all reporting jurisdictions, including monthly HST and HAPSET returns;
- Preparing and filing of various government subsidies;
- Overseeing day-to-day accounting transactions;
- Preparing annual budgets and supporting the budget process within each department;
- Publishing reports including variance reports to budget and period to date performance results;
- Generating reporting that informs department leaders of trends, issues and/or opportunities identified via analysis of key financial and operational data;
- Preparing cash-flow reports, projecting cash needs at weekly and monthly intervals; daily cash management;
- Determining and overseeing inter-company transfers
- Preparing monthly/quarterly and year-end financial statements, general ledger, balance sheet reconciliations, journal entries, fixed assets, prepaids, accounts receivable and accounts payable;
- Providing analysis and action plans to senior leadership;
- Producing all mandatory bank and external accountant reports, statements or other documentation as required;
- Developing and implementing financial, accounting and reporting policies and procedures;
- Evaluating and updating internal audit controls
- Developing and controlling budgets in collaboration with the executive leadership team; and,
- Working with financial institutions to obtain larger financing deals.

Benefits

At Lanes Living, we take care of our employees, which is why we offer a complete salary and an employee/employer cost-sharing Group Insurance Plan.

Compensation is commensurate with experience and education.

Job Type & Location

This is a full-time position, located in St. John's, NL.

