



FINANCIAL CONTROLLER

JOB DESCRIPTION:

Reporting to the President, the Financial Controller will assist in the various audits and controls of the monthly financial statements and associated reports associated with the DEV Hotel and Conference Centre and the DEV Centre Inc located in Cornwall Ontario. The candidate will be expected to thrive in a fast-paced environment where priorities will change as the company grows. The candidate will be responsible for overseeing all accounting functions related to the development plans of the Dev Centre site located on the surrounding 75 acres. This will include a number of future large scale construction projects that will be taking place on the site.

RESPONSIBILITIES:

- Implement financial controls;
- Review monthly, quarterly and annual financial statements;
- Assist in the preparation of budgets and financial forecasts;
- Assist in the preparation of financing documents;
- Provide financial analysis as required;
- Bookkeeping for construction projects;
- Analyze construction project costs;
- Prepare cash flow reports;
- Implement new procedures as needed;
- Coordinate annual review of financial statements with external accountants.

EDUCATION AND EXPERIENCE:

- Bachelor's degree in Accounting or Business Administration (CPA designation an asset) with a minimum of 5-10 years of work experience or have equivalent training in a similar position;
- Relevant experience in the hotel and restaurant industry;
- Bilingual (French/English);
- Experience in the residential and commercial construction sectors or project management experience would be an asset

SALARY AND BENEFITS

DEV CORE offers full benefits, a performance bonus (\$5,000 to \$20,000), a cell phone, a laptop and free parking.

The position's compensation will be adjusted according to the candidate's level of experience (\$85,000 to \$104,000).

* DEV CORE is an equal opportunity employer and we thank all interested candidates, however, only those selected will be contacted.

Send your application by email to: rh-hr@devcore.ca