

Functional Area: Office
Location: Long Sault, Ontario
Job Title: Accountant
Reporting Line: Global Finance Director

Accountant

Join Pulsar Measurement working on a Global team that is shaping the future of level and flow instrumentation.

MISSION STATEMENT

To report to the Pulsar Measurement Finance Director and work alongside the North American Finance Manager to support the Pulsar Measurement Senior Management team by providing financial analysis and technical knowledge and experience. Managing the monthly upload of financial results to TASI and preparing daily and monthly reporting as required.

MAIN DUTIES & RESPONSIBILITIES

Accountant:

- Performing various Accounts Receivable tasks, to include but not limited to recording revenue from CRM to accounts package; credit control collections, maintaining the accounts receivable ledger.
- Performing various Accounts Payable tasks, to include but not limited to processing, verifying and reconciling invoices to PO's and the AP ledger; completing payment runs and organizing supplier payments accordingly.
- Posting relevant journals to the general ledger as applicable.



- Maintaining various Balance Sheet reconciliations, ensuring accuracy in the accounts accordingly.
- Support the Finance Director to process the period end and potentially to submit the results to TASI.
- Ensure compliance with local, provincial, and federal government reporting requirements.
- Posting banking transactions into the accounts package and reconciling the bank accounts accordingly.
- Supporting the Financial Analyst/Manager in the UK to prepare and understand various period end reports that are used by senior management for strategic decision making, which could include setting up and maintaining automated reports.
- Support the Finance Director with the Budget and Forecasting process as required.
- To support setting up a process for preparing a variance analysis of results against budget or forecast to be utilized during the period end process.
- To assist with providing information to the auditors in a timely manner as required.
- To follow financial controls, systems and practices of the business that align us with our overall parent company Berwind, ensuring that there is rigour within the financial practices.

TRAVEL

- Travel is generally not required for this role.

CHALLENGES

- Understanding all the accountancy processes for the US and CA legal entities.
- Managing the workload of all the required tasks.
- Understanding the different systems and how things are linked or not accordingly.



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KNOWLEDGE & SKILL

- University degree in Accounting and Finance or similar.
- High attention to detail and computer literacy in multiple applications relevant to the role.
- Good communication skills to finance and non-finance staff.
- Good level of organizational skills to plan time and tasks efficiently and effectively.
- Excellent technical problem-solving skills, especially on high level use of Microsoft Excel.
- Possesses an exceptional work ethic and flexibility to accommodate a fast-paced business environment.
- Demonstrates the ability to prioritize workload to meet deadlines.
- Possesses a desire and skillset to effectively mentor and coach members of the Pulsar Measurement team.

Please submit resume with cover letter to:

cbendon@pulsarmeasurement.com



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