

Accounting Leader

Position:	Accounting Leader
Department:	Non-Union (Accounting)
Reports to:	CFO
Location:	Oshawa

Position Summary

Supports the CFO in all aspects of Finance. Performs a variety of accounting duties including verification, balancing, reconciliations and processing entries to the general ledger. Compiles month end, managerial and regulatory reports as required. Responsible for managing a small team of accounting clerks as well as a coordinator.

Position Responsibilities

1. Prepare managerial and regulatory month end financial reports;
2. Assist in analyzing and interpreting data for profitability analysis, forecasting, business performance analysis, and asset liability management;
3. Accurately prepare and book journal entries;
4. Thoroughly review account reconciliations and correct errors to ensure accurate financial reporting;
5. Perform a variety of procedures relating to daily clearing activities;
6. Manage accounting for fixed assets;
7. Manage and processes employee payroll & pension;
8. Develop procedures for the banking system;
9. Identify and implement efficiencies;
10. Ensure compliance with government regulations and Pathwise policies and procedures;
11. Provide leadership to the accounting team; and,
12. Perform all other related duties as assigned.

Position Qualifications

Education & Experience

- As a minimum, a post secondary degree in Accounting/Finance;
- Three years related experience in finance or accounting in the financial services/banking industry (Credit Union experience would be ideal);
- Experience managing a team preferred; and,
- Advanced proficiency in Microsoft Office, including Word and Excel, as well as Fiserv DNA

Knowledge, Skills & Capabilities

- Ability to apply financial and International Financial Reporting Standards knowledge to solve problems
- Ability to maintain a high level of accuracy and attention to detail
- Ability to analyse data and apply judgement in meaningful way to support business decisions as well as eliminate waste & reduce variability



- Strong leadership ability
- Be approachable and openly share your knowledge
- Ability to plan work activities in order to address conflicting deadlines, peak periods, and unexpected requests for information
- An ability to handle difficult situations with tact and diplomacy
- Commitment to continuous personal development
- Demonstrate a high level of integrity, honesty, confidentiality, and professionalism
- Ability to exercise judgment to do the right thing
- Be aware of and recommend ways to mitigate risk

Applications

Candidates should submit their application, cover letter and resume to:

Attn: Christine Armstrong
Subject: Accounting Leader
E-mail: careers@pathwise.ca

ACCOMMODATION

In accordance with the Ontario Human Rights Code, Accessibility for Ontarians with Disabilities Act, 2005, accommodation will be provided in all parts of the hiring process. Applicants need to make their needs known in advance by contacting us at Careers@pathwise.ca, subject line "accommodation".