



**GO FIGR**

## **WE'RE HIRING! FIGR IS LOOKING FOR A NEW FINANCIAL ANALYST!**

Reporting directly to the Controller, the Financial Analyst will be responsible for the timely preparation, coordination, and presentation of financial accounting and reporting on current and proposed company projects.

### **Regular Duties:**

- Analyze financial data of the organization and project future revenues and expenditures in comparison to budgets and ongoing projects.
- Research, identify, and report on variances relating to key financial and operational metrics.
- Assist in weekly, monthly and quarterly reporting processes.
- Provide ad-hoc financial and operational analysis to support business decisions.
- Prepare timely and accurate monthly tracking reports to meet CRA excise tax and Health Canada requirements.
- Improve upon existing, and implement new, reporting as requested by management.
- Contribute to preparation of business presentations for all levels of management.
- Participate in the month-end financial close process by preparing necessary reconciliations and month end adjustments.
- Assist in the preparation of the annual operating plan and budgeting process.
- Assist and support the bookkeeper on accounts payable, accounts receivable and payroll functions.
- \*\*Other duties as required

### **Qualifications:**

- Post-secondary education in Finance, Accounting or related field.
- A professional accounting designation is considered an asset.
- 3-5 years of accounting or bookkeeping experience.
- Proficiency in an accounting software is considered a strong asset.
- ERP Experience is considered an asset.
- High-level proficiency in Excel.
- Strong attention to detail with demonstrated ability to make effective strategic decisions.
- A criminal records check will be required to be completed by the successful candidate.

We are in a rapidly evolving industry and we are growing quickly, therefore this team member must be flexible with helping in other areas as needed. The ability to learn quickly and react to change is viewed as a very strong asset.

## Salary and Benefits

**Wage:** To be Negotiated

**Hours:** Full Time Permanent position

The successful candidate will be entitled to join our shared medical benefit plan, as well as a set number of vacation and sick days annually. More information on the medical benefits plan can be provided during the interview process.

*If interested in this position, please send resumés to [jobs@figr.com](mailto:jobs@figr.com) by May 19, 2019.*

*Please note that only successful candidates will be contacted.*