



CONTROLLER

Brownlow Partners, Chartered Professional Accountants is currently seeking a **Controller** who consistently demonstrates initiative, sound judgment, and professionalism to join our team in Ancaster, Ontario. This position is ideal for a candidate who has experience with professional services and is highly proactive, organized and efficient. We offer a competitive compensation package, including a comprehensive benefits plan.

Specializing in the needs of small and medium privately held businesses, Brownlow Partners has been helping our valued clients achieve their financial goals since 1980. At Brownlow, we foster mutually beneficial and rewarding employee/employer relationships. We encourage and promote professional development and growth, a collaborative environment, and opportunities for fun and levity to celebrate our accomplishments. We help one another to realize our full potential by fostering an environment that provides professional development and support ensuring the success of each member of the Brownlow Partners Team.

Role & Responsibility

Reporting directly to the partnership, the Controller is responsible for managing the overall financial operations of the firm, and will provide timely and accurate information, including analysis, budgeting, forecasting, and preparation of financial reports. Specific responsibilities include but are not limited to:

- Managing the accounting operations including the journal entries, payroll, accounts payable, accounts receivable and statutory reporting.
- Establishing and monitoring internal controls to ensure that accounting activities are in accordance with established legal regulatory and firm policies and procedures.
- Preparing, analyzing, and presenting monthly, quarterly, and annual operating results.
- Ensuring rapid and consistent collection of receivables.
- Working with the partnership to define, measure, analyze, improve, and control current processes which impact client quality and influence internal operating efficiency.
- Utilizing strategic analysis to drive improved decision making.

Experience, Skills & Attributes

- Bachelor's Degree in Accounting or related discipline and CPA designation required.
- Extensive experience and knowledge of all aspects of corporate accounting/financial mgmt.
- Thorough knowledge of all relevant Federal, Provincial, and local requirements regarding financial records, profit sharing, and the like is essential.
- Extensive experience with budget preparation and strong knowledge of analysis techniques.
- Well honed critical and logical thinking, analysis, and reasoning.
- Excellent oral and written communication skills, both with team members and clients.
- Integrity, honesty, and sound judgment regarding confidential matters.
- Highly dependable, with a strong work ethic, recognizing when extra time is required.
- Positive and professional demeanor, with the ability to remain calm while dealing with competing demands.

If you meet the requirements above and are interested in being part of the Brownlow Partners Team, please submit your resume together with cover letter Kendra Jaworski, HR Manager, at kendra.jaworski@brownlowcas.com no later than Monday, February 22, 2021. We thank all candidates for their interest; however, only those selected for an interview will be contacted. No phone calls please.

Brownlow Partners Chartered Professional Accountants is an equal opportunity employer that values diversity and is committed to inclusiveness and providing barrier-free recruitment processes. In keeping with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act, accommodations are available for all parts of the recruitment process. If contacted for an employment opportunity, applicants are asked to make any accommodation needs known in advance.