



Controller

The Opportunity:

McKay Métis Group is seeking an experienced Controller.

The Role:

Reporting to the Chief Financial Officer, the Controller is responsible to oversee the business's day-to-day financial operations.

Accountabilities:

- Establish and monitor the day-to-day internal controls to ensure the integrity of the accounting activities, and that they are in accordance with established provincial and federal regulatory, company policies and procedures, for the purpose of creating reliable and accurate financial information while minimizing financial risk
- Assist the CFO in the development and implementation of the best financial and budgetary practices, and ensure constant monitoring and updating of financial systems, policies, and processes
- Preparation of the budget, forecast, and cash flow analysis; generate reports of performance against budgets
- Provide advice and support to managers and senior leadership team to allow for informed decisions and support them in the financial management of their activities to increase the quality and profitability of these activities
- Assist operations team on costing, pricing, and margins for all jobs and bids on prospective work.
- Provide advice and guidance on all accounting matters including financial systems, record keeping, analysis, and reporting
- Responsible for the month-end, quarter-end, and year-end close out process
- Prepare the year end financial statements with the external auditor
- Execute all other customer and government audits
- Prepare external reporting for financial institutions, and ensuring all requirements are met
- Maintain the integrity of the accounting system and inputs
- Make certain accounting timelines for deliverables are met in accordance with the company schedule

- Ensures that the accounting and internal control systems can produce financial statements and other management reports, and that the information produced is of high quality, relevant, and useful for decision-making, and that it is reliable and timely
- Communicate complex financial and accounting information to non-accounting partners in clear and concise language
- All other duties as required

Requirements:

- Bachelor's degree in accounting, business administration, or a relevant discipline
- Chartered Professional Accountant (CPA) designation
- Minimum of ten (10) years of progressively responsible experience in the finance department, including a minimum of five (5) years at a managerial level, demonstrating analytical, problem solving, and decision-making skills in managing moderate to complex financial and accounting issues
- Strong self-confidence with excellent interpersonal and motivational skills
- Experience in process optimization and implementation of accounting systems
- Strong teamwork and collaboration skills; able to work independently with little to no supervision
- Excellent written and verbal communication skills, strong attention to detail, and good follow-through, including the ability to communicate complicated accounting terminology, processes, and results clearly and concisely to department leads.
- Transferable knowledge of accounting software
- Intermediate to advanced level of proficiency of Microsoft Office Suite (i.e., MS Excel, MS Word, MS PowerPoint)
- Job costing skills
- Ability to prioritize and manage competing priorities leveraging sound attention to detail and strong organization skills
- Understanding, implementing, and monitoring adequate financial controls throughout the organization

Schedule:

- Monday – Thursday, 8:30am-4:30pm, Fridays, 8:30am-2pm

Location:

- The position is at our McKay Metis Group head office located at 400 TaigaNova Crescent
- The successful candidate must reside in Fort McMurray region, or be willing to relocate

Salary:

- Competitive compensation package

About Us:

Fort McKay Métis Contracting is part of the Fort McKay Metis Group Ltd (MMG). MMG is the business arm of the Fort McKay Métis Nation (FMMN), a proud part of the community and seeking to embody their stakeholders' vision and values in all that they do.

Affiliates and partners specialize in services such as civil construction, security, rig moving, site amenities, industrial solutions, crane services, transportation, speciality and commodity, chemicals and more.

Profits generated by our business are reinvested in the community including the Fort McKay beautification program, community parks, affordable housing, post-secondary scholarships for community members, and ongoing investment in local infrastructure.

For more information, please visit: www.mckaymetisgroup.com