



# Accounting Manager

## \$80,000 - \$100,000

(Langford, BC)

On behalf of our client, M.R. Crane, in Langford, BC, we are searching for a highly skilled and detail-oriented Accounting Manager to join their finance team. M.R. Crane is a growing business that has established a strong reputation for their exceptional craftsmanship and commitment to customer service. With a diverse fleet of cranes and teams for every type of job, they are a trusted resource for industrial, commercial and residential clients. M.R. Crane services organizations across Vancouver Island, the Okanagan and the Lower Mainland, including several well-known names. Currently, in a period of sustained growth, they are looking for an experienced Accounting Manager to provide the foundations for their continued expansion.

Reporting to the CFO, the Accounting Manager oversees the daily operations of the accounting department, including personnel and systems management. As a key member of the accounting team, this role offers an opportunity for immediate impact on the business. Alongside handling routine accounting tasks, the position collaborates with the CFO to streamline processes and drive continuous business enhancements. Located in Langford, M.R. Crane prioritizes local candidates who can commute to the office regularly.

### Responsibilities:

#### 1. Accounting Operations:

- Overseeing the day-to-day operations of the accounting including:
- Providing management of the Accounting Department staff, including mentoring, performance management, and fostering professional development.
- Responsible for all aspects of accounts payable, accounts receivable and job costing for all projects in Sage Intacct.
- Review AP job cost entries and posting to G/L.
- Prepare all invoices to clients and control all payments made to vendors.
- Create journal entries for billings to clients, adjustments to accounts, disbursements of prepaid accounts, labour accruals and corrections of entries.
- Identifying area for process improvement.

#### 2. Financial Reporting:

- Ensuring the timely and accurate completion of month-end financial accounting duties and reporting.
- Develop financial reports and analyses to support business decisions.
- Generate and distribute financial reports using reporting tools.
- Develop "Real-time" reporting to support decision-making.
- Analyze financial data to identify trends, anomalies, and opportunities for process improvement.



### 3. Payroll Oversight:

- Overseeing the HR Department in the areas of payroll, benefits, and WCB payroll reports, ensuring compliance with relevant regulations.
- Processing of payroll (monthly/semi-monthly/hourly staff).
- Monitoring time and attendance.
- Preparing payroll year-end T4's etc.

### 4. Inventory Management:

- Managing inventory levels to optimize supply chain operations.
- Conducting Inventory Analysis of relevant metrics to assess the efficiency of inventory management.
- Reconciling physical inventory counts with the accounting system to identify and investigate any discrepancies.

### Required Experiences & Competencies:

- Bachelor's degree in Accounting, Finance, or a related field is desirable but not essential.
- Minimum 5 years' relevant experience in accounting, including sector experience within the construction industry.
- In-depth knowledge of financial accounting principles and practices.
- Experience in processing payroll, including payroll year-end.
- Experience suggesting and leading improvements to invoicing, payroll or Purchase order PO systems.
- Excellent communication skills, both written and verbal, with the ability to effectively convey complex financial concepts to diverse stakeholders.
- Strong work ethic, demonstrating a high level of commitment, integrity, and attention to detail in financial management and reporting.
- Demonstrated sense of urgency with a strong commitment to achieving goals and meeting deadlines
- Exceptional attention to detail and works well independently.
- Proficiency in financial software. Ideally, this would include experience in using and optimizing Sage Software.
- Excellent Excel skills.

Are you a tech-savvy Accountant looking for an opportunity to make a significant impact? Are you interested in joining a fast-growing local BC company with exciting plans for the future? Are you interested in leading an accounting team? If so, the Accounting Manager role at M.R. Crane Service could be right for you! If you have a demonstrated background and want to learn more about this opportunity, please forward your resume to [laise.sato@clearchoicehr.ca](mailto:laise.sato@clearchoicehr.ca).

We appreciate the interest of all applicants, and only those selected for interviews will be contacted. We'd like to ask all applicants to apply through the official process managed by ClearChoice HR and to avoid speculative approaches to M.R. Crane. Conducting such an approach will not support your application.