

ACCOUNTANT

(ABBOTSFORD, BC)

\$70,000 - \$85,000

On behalf of our client, Enmon North America, we are actively seeking a qualified Accountant to take on a pivotal role within their organization located in Abbotsford, BC. Enmon North America is a renowned wholesale hub for premium porcelain tile and vinyl flooring products for Western Canada. In recent years, the company has seen significant year-on-year double-digit growth. Due to the continued growth, they require a full-time in-house Accountant.

The Accountant position represents a newly established role with Enmon North America, reporting directly to the General Manager. As the ultimate financial steward of the organization, the Accountant will collaborate to deliver the highest level of financial service while embodying core values such as quality, innovation, sustainability, excellence, and collaboration. This multifaceted role demands a solution-focused team player who can operate both strategically and operationally, leveraging prior financial analysis, budgeting, and forecasting experience to drive sound decision-making.

Key Responsibilities:

The primary function of this role is supporting the General Manager with a variety of accounting tasks:

- Overseeing the day-to-day operations of the accounting.
- Ensuring the timely and accurate completion of month-end financial accounting duties and reporting.
- Develop financial reports and analysis to support business decisions.
- Providing invaluable support to the General Manager.
- Maintaining a robust system of controls over accounting transactions.
- Participating in the monitoring and evaluation of services.
- Supervising and assisting in developing and maintaining accounting files and records.
- Actively participating in financial planning activities.
- Maintaining budgets and forecast financial trends.
- Ensuring all necessary information to complete year-to-date tax summaries and end-of-employment records are correctly entered and calculated.
- Managing full cycle accounting, including day-to-day financial operations.
- Overseeing accounts receivable (AR) and accounts payable (AP) processes.
- Administering ADP payroll systems and utilizing SAP Business One for efficient financial management
- Conducting bank reconciliations and intercompany transactions.
- Managing cash flow to ensure the financial stability of the organization.
- Monitoring key performance indicators (KPIs) to drive informed decision-making.
- Managing the accounting of the owner's various business interests, including a clinic, holding companies and trust account as required.
- Managing inventory levels to optimize supply chain operations.

Required Experiences & Competencies:

The successful candidate for this role should possess the following skills and qualifications:

- Post-secondary education in Accounting or Business Administration.
- Preferred Chartered Professional Accountant (CPA) designation, but not essential.
- Minimum three years of experience in finance or accounting roles, ideally within a small-business environment
- Prior experience in a similar role within a relevant industry, such as wholesale, retail or building supplies is preferred
- Strong communication abilities.
- High proficiency in Microsoft Office Suite.
- A collaborative team player who thrives in a cooperative environment.
- Ability to excel under pressure and meet stringent deadlines.
- Keen attention to detail in all work areas.
- Possesses a solution-focused mindset and a dedication to teamwork.
- Working familiarity with SAP Business One or similar software.

You will fit in well if:

- You are an accounting professional seeking a multifaceted role.
- You have a strong track record of managing full-cycle accounting operations within a small business operation (SME/SMB).
- You have experience producing, quarter-end and year-end financial reports to the required reporting standards (ASPE).
- You have overseen the preparation and review of various inventory and cost accounting entries and account reconciliations.
- You can provide accurate and timely inventory and costing reports to ownership.
- You can monitor KPIs and optimize inventory levels.
- You excel in overseeing accounts receivable, accounts payable, and payroll.
- You are adept at conducting bank reconciliations and managing cash flow.
- You possess the ability to analyze variances and provide valuable financial advice to support the company's growth.
- Budgeting and financial statement preparation are among your strengths.

Are you a dedicated Accountant looking for an opportunity to make a significant impact? Join Enmon North America team and experience the friendly atmosphere of a small team environment. Plus, you'll have flexibility, work partly from home, and enjoy great benefits. If you have the demonstrated background and want to learn more about this opportunity, please forward your resume to laise.sato@clearchoicehr.ca.

We appreciate the interest of all applicants, and only those selected for interviews will be contacted.