



Manager, Finance and Accounting – Vancouver

This year, Odlum Brown celebrates its 98th anniversary as an independent, employee-owned, full-service investment firm. We are honoured to be recognized as one of Canada's Best Managed Companies for 22 consecutive years and as one of Canada's Most Admired™ Corporate Cultures.

CULTURE AND VALUES

We are very proud of the vibrant culture that we have built and sustained for many years. It's the way we do things, how we make decisions and what defines which behaviours work and don't work – it's what makes up our DNA.

Our values are the cornerstone of our culture, a set of principles that provide a compass for our actions and unify us as a team.

PEOPLE

We have skiers, mountain bikers, hockey players, runners, volleyball players, movie buffs, bookworms, animal lovers, musicians, yogis, world travelers and every other variety of person you can imagine. You will work with really interesting people and make great friends, too.

COMMUNITY

We are serious about supporting the communities where we live and work. In 2020, Odlum Brown was the recipient of the Canada's Volunteer Award in the Business Leader category for British Columbia and the North. This national recognition by the Canadian government is the result of our team members' actions and continued support for various causes and organizations in our communities. We are committed in heart and mind to everything we do in the community, and we work hard to inspire passion and fun while doing it.

PROFESSIONAL DEVELOPMENT

Continuous learning matters. We are committed to providing career-long support for learning and growth.

THE OPPORTUNITY

We currently have an opportunity for a Manager, Finance and Accounting to join our award-winning firm in the Vancouver office.

This is a new opportunity for a Manager, Finance and Accounting to join our finance and accounting team. Reporting to the Controller, this role requires a results-oriented, strategic thinker with strong analytical and accounting skills. The ideal candidate is a hands-on leader who has the ability to manage multiple competing priorities and support financial operations by establishing, monitoring and enforcing policies and procedures.

The Manager, Finance and Accounting will be accountable for a range of responsibilities including full-cycle accounting, cash management, accounts payable, regulatory and statutory reporting, and audits. You will also contribute to financial planning and analysis, as well as other deliverables related to the finance and accounting function. You will ensure you remain current on industry trends and changes, and proactively identify opportunities for process improvement.



RESPONSIBILITIES

- Provide leadership and management in all aspects of the finance and accounting function
- Manage the evolution of the internal audit program and lead external financial and regulatory audits
- Manage and document internal controls, policies and procedures
- Develop and maintain financial and non-financial analytics (e.g., statements, reports, dashboards)
- Streamline finance and accounting processes and integrate automation where appropriate
- Support the financial planning and budget process, fixed assets and lease schedules
- Complete monthly variance analysis and financial reports
- Conduct advanced analysis and understand the drivers and issues impacting financial performance.
- Participate in key project initiatives (e.g., develop departmental reporting package and enhance current accounting systems)
- Ensure department timelines are met

KNOWLEDGE AND EXPERIENCE

- 5+ years of experience as a Manager, Finance and Accounting, or similar manager role with a professional accounting designation
- Related experience in the investment industry and IIROC regulatory reporting is an asset
- Experience with full-cycle accounting, financial planning and analysis and management reporting
- Strong knowledge of international financial accounting standards
- Experience documenting workflows and control documentation
- Confident decision maker with an eye for detail and expert analytical problem solving capability
- Proven leadership skills in developing finance and accounting teams, including mentoring and coaching
- Superior organizational and prioritization skills, with demonstrated ability to manage competing priorities
- Excellent interpersonal skills, anchored in trust and respect
- Advanced Microsoft Office (Excel, Word, Access, PowerPoint and Outlook) and accounting software
- Experience with the Broadridge Dataphile and Sage 300 is an asset

Our team is growing and we've got room for one more if you're interested. If this sounds like the environment you'd like to work in and you have the credentials and experience for this job, we invite you to submit a cover letter and resume to hr@odlumbrown.com by **January 6, 2022**.

Candidates must be legally eligible to work in Canada. Full disclosure of any restrictions must be disclosed at the time of expressing interest and supporting evidence provided prior to any potential offer of employment.

As part of fulfilling our responsibility to ensure a healthy and safe workplace, and in alignment with public health measures, Odlum Brown has a mandatory vaccination policy for all team members working on site at any Odlum Brown office. Our firm requires all team members to be fully vaccinated against COVID-19 to work on premise.

We appreciate your interest and thank you for taking the time to consider this opportunity. We will be in touch with individuals whose profiles most closely match what's needed to be successful in this role.