

## **Senior Accountant with potential for Finance Manager**

Highway Two is looking for a Finance Accounting Manager to join our growing team. This is an opportunity to make a job your own and have a big impact on a mid size company with the financial backing of much larger corporations. The Finance Accounting Manager will be fully in charge of our books, oversee a team of 6 people and will answer to our Director of Finance and Operations. We are a simple, yet complicated structure with our joint ownership. This person will need to be open to working with a lot of different people. We need a thick skinned bright and eager partner ready for a new adventure. Also, being a fun person helps as we laugh a lot here in the office. It isn't a requirement, but a passion for cycling would be helpful as well as we all ride bikes and love to talk about it!

Roles and Responsibilities Include:

- Full P&L Ownership
- Annual Budgeting
- Monthly Close and management of OPEX File
- Commission calculations and payouts to our sales team
- Cashflow reporting and management
- Management of our AR team including our credit manager
- Prepares and records asset, liability, revenue, and expenses entries by compiling and analyzing account information.
- Maintains and balances subsidiary accounts by verifying, allocating, posting, reconciling transactions; resolving discrepancies.
- Maintains general ledger by transferring subsidiary accounts; preparing a trial balance; reconciling entries.
- Summarizes financial status by collecting information; preparing balance sheet, profit and loss, and other statements.
- Produces payroll by initiating computer processing; printing checks, verifying finished product.
- Completes external audit by analyzing and scheduling general ledger accounts; providing information for auditors.
- Avoids legal challenges by complying with legal requirements.
- Secures financial information by completing database backups.
- Protects organization's value by keeping information confidential.

**Preferred Qualifications:**

- Past experience in working in smaller rapidly growing companies
- Continuous improvement mindset
- Comfortable with change and ambiguity. We are a company who grew too fast and is now trying to catch up.
- Experience in action sports industry

Job Type: Full-time