



# JOIN OUR TEAM!

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## Manager, Accounting and Finance

WESTMAN COMMUNICATIONS GROUP is seeking applications from energetic, highly motivated individuals to become part of our team. Westman is a successful, fast-paced and dynamic organization, with a positive, team-oriented work environment. We offer competitive compensation including a comprehensive and unique benefits package. Leverage your knowledge with a local technology leader.

## Management and Administration

- Provide supervision and direction to the accounting team ensuring transactional accounting activities, month-end close process, and operating and capital transactions are completed
- Assist in the preparation of monthly, quarterly, and annual reporting packages for the management team and other stakeholders to deliver key insights and analytics
- Direct and oversee the general financial administration of the organization, establish internal controls and ensure compliance with regulatory bodies, including those specific to the communications industry
- Engage with the auditor to complete the financial audit, culminating in the acceptance of our audited financial statement and annual report
- Assist in leading and overseeing the budget process, provide relevant variance analysis, and create and maintain medium term financial forecasts to support the business plan
- Provide direction and support for financial, customer, and operational data analytics, with strong emphasis on functioning effectively in a database environment, to drive superior business decisions and improved operational execution
- Ensure relevant risk management activities are completed, including the ongoing management of contracts for both sales and procurement activities
- Support business development activities by leading relevant planning and analysis to execute on business opportunities to drive growth and profitability

## Leadership & Employee Development

- Provide leadership to foster innovation, with the ability to influence and motivate for change, and to maintain effective working relationships at all levels
- Mentors, coaches and develops employees within the department to ensure short and long-term capacity
- Leads employee selection, training, guidance, performance management and development to ensure department objectives, goals and performance standards are met
- Leads and promotes positive change within the department and organization

## Education / Experience

- Completion of a professional accounting designation (such as CA, CGA, CMA, CPA), or an equivalent combination of related education, training and experience may be considered
- Bachelor's degree required, preferably in accounting, finance, economics or related field
- Minimum of three years of experience in financial management, planning, and analysis
- Proven track record of leading an accounting team or equivalent experience
- Superior analytical and risk assessment skills supporting continuous improvement initiatives
- Extensive knowledge of process and business systems improvements and implementation
- Strong understanding of the business requirements to succeed in a competitive marketplace

## Skills and Competencies

- Strong professionalism in all aspects of work
- Strong written and oral communication skills, leadership abilities, and interpersonal skills to effectively communicate financial and business metrics to all levels of audiences
- Demonstrated ability to build and maintain productive alliances and partnerships with internal and external customers
- Synthesizes, distills, and communicates complex information at an exceptionally high and nuanced level
- Functions autonomously and proactively in a dynamic, entrepreneurial environment
- Highly organized, self-motivated; leadership style of continuous improvement
- Strong leadership presence with a high motivation to meet personal, team and corporate goals
- Demonstrated strategic planning and problem-solving skills
- Quickly establishes positive relationships that engender trust and motivate others to invest in organizational goals, processes, and systems
- Establishes and communicates clear expectations, deliverables, and deadlines
- Positively leads and motivates cross-functional teams
- Strong qualitative and quantitative data analysis abilities
- Ability to research and quickly resolve technical issues
- Ability to handle multiple, concurrent priorities
- Exceptional computer software skills (MS Excel/Word/PowerPoint/Outlook)
- Advanced expertise in all phases of project management
- Demonstrated capabilities in proposal development

**DEADLINE FOR APPLICATIONS: 8:00AM on Tuesday, February 18, 2020. When applying for this position, please reference the position title in the subject line and/ or the body of the e-mail and/ or cover letter.**

As an equal-opportunity employer, we encourage applications from all qualified individuals. While we thank each applicant for their interest, only selected candidates will be contacted.

**Please submit your cover letter and resume to:**

Krista Derksen

E-mail: [hr@westmancom.com](mailto:hr@westmancom.com)



**WESTMAN** | COMMUNICATIONS GROUP

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