

# PROMAC

**Position: Senior Accountant**

**Reports to: Controller**

## Summary:

Pro Mac Manufacturing is looking for a key contributor to join our team. This role will be primarily responsible for the day-to-day financial operations of Pro Mac Equipment operation while supporting the Controller in overall financial matters of the Company. At Pro Mac, we believe that every person deserves to have purpose in their careers. We will provide you the tools and opportunities to be the driving force in our mission to continue to be an industry leader and an Employer of Choice.

## Essential Duties and Responsibilities:

- Supports the Controller with the preparation of timely and complete financial statements
- Recommend and monitor benchmarks against which to measure the performance of company operations
- Manage the production of the annual budget and forecasts for Pro Mac Equipment
- Calculate variances from the budget and report significant issues to management
- Reconcile all balance sheet accounts including inventory and WIP to ensure accuracy and data integrity
- Provide financial analyses as needed, in particular for capital investments, pricing decisions, and contract negotiations
- Supports Finance and Management teams with AP / AR processing

## Qualifications and Experience

- Post-secondary diploma or degree in Accounting or Management Accounting  
Combination of education and experience will be considered
- Relevant work experience, 5-7 years, as an Accounting professional is required
- Excellent communicator and problem-solver with solutions based critical and analytical thinking skills
- Knowledge of PayWorks and GlobalShop ERP would be a definite asset
- Accounting experience in a manufacturing environment and/or inventory accounting experience would be an asset

## To apply:

Please apply with a cover letter and resume to Mike Williams, HR Leader.

[mikewilliams@promacgroup.ca](mailto:mikewilliams@promacgroup.ca)