



Assistant Controller Niagara-on-the-Lake, ON

Who We Are:

For 20 years, we've been leaders in the baby safety (Levana) and DIY security (Defender) space, creating ground-breaking consumer electronics that bring peace of mind to millions of people all over the world. Selling directly through our brand websites, Amazon, and our retail partners such as Walmart, Costco and Home Depot, we are growing fast and are looking for new creative minds to join us on this journey. For those looking to join a passionate and collaborative team that challenge conventional methods, take risks, and settle for nothing but excellence, you've found the right place!

What's In It for You:

- Competitive compensation and benefits
- Mentorship by an excellent leader and manager
- Opportunity for fast career growth to Assistant Controller
- Relocation reimbursement
- CPA annual membership fee reimbursement
- Be part of a fast growth high performance culture

How You'll Make an Impact:

We are looking for an Assistant Controller who can do it all! In addition to your accounting background, you have experience in ERP systems including implementation, custom reports, integration and troubleshooting, along with experience working for an e-commerce business.

General Ledger Accounting, Financial Analysis and Reporting

- **Reporting:** Responsible for preparing and completing all monthly financial reports (ex: Trial Balance, General Ledger, Financial Statements) in accordance with ASPE, and provide reports to other teams as needed
- **Analysis:** Lead account analysis and reconciliation, including bank, inventory, accruals, prepaids and GL accounts
- **Compliance:** Lead with completion of reports for external parties such as Statistics Canada, US states for sales taxes and recycling programs
- **Problem Solving:** Identify, discuss and solve real time issues that rise, as we are a hyper growth start up
- **Recommendations:** Propose cost savings measures which positively impact the company
- **Budgeting:** Assist with the preparation of annual budgets and forecasts as well as budget to actual reviews

ERP

- **Lead:** Final setup, Analytical Reporting, system upgrades and ongoing troubleshooting of our Microsoft Business Central System
- *Accounts Receivable and Accounts Payable*
- **Automation:** Reconcile and enter customer remittance reports and improve efficiency using Excel and Power BI
- **Payments:** Complete Accounts Payable functions such as entering bills, wire payments and cheque runs as needed



Inventory

- System Review: Maintain accuracy of inventory records including inventory values and quantities
- Reconciliation: Lead with inventory counts and reconcile adjustments to inventory sub-ledgers
- Audit: Prepare all reports and assist with all audit inquiries related to the inventory cycle
- Implement: Automation of Inventory Management through new ERP Inventory Management Module

Sales and Pricing Analysis

- Strategy: Determine pricing strategies to achieve contribution targets and desired velocity
- Forecast: Forecast sales by product category, sales channel and item
- Analysis: Analyze sales trend, promotional results, return rate, MOH analysis

Costing

- Maintain: Landed cost sheets with contribution margin analysis for each customer
- Update: Customer special pricing, determine all costs factors to maintain required margins

Cash Flow

- Prepare Monthly Actual and forecasted Cash Flow statements

Other

- Assist with other duties as assigned by Controller and CEO

Who You Are:

- A degree in accounting or a related field
- 5-8 years of accounting experience
- CPA designation or in final stages of attaining designation
- Advance level of understanding of and experience using Excel and other Microsoft Suite programs
- Working knowledge of Power BI is an asset
- Experience working with and troubleshooting an ERP system, preferably Microsoft Dynamics suite of products (Navision / Business Central, Great Plains) and Avalara
- Highly analytical with a keen attention to detail
- Ability to adapt to and manage changing priorities independently in a fast-paced entrepreneurial environment without missing critical deadlines
- Constantly learning and on the hunt for new and innovative strategies
- Team player with excellent people skills
- Possesses a passion for consumer electronics and an entrepreneurial green-light mindset

How We're Keeping You Safe:

ETI is committed to providing a safe working environment to ensure that our team (current and future!) remain healthy and safe – therefore we have put measures in place, such as daily office sanitization, socially distant desk spaces, and providing masks for all team members. COVID-19 vaccination is required.