



## **Accountant**

Niagara-on-the-Lake, ON

### **Who We Are:**

For 20 years, we've been leaders in the baby safety (Levana) and DIY security space (Defender), creating groundbreaking consumer electronics that bring peace of mind to millions of people all over the world. Selling directly through our brand websites, Amazon, and online through our retail partners such as Costco, Walmart, Sam's Club, BJ's, Home Depot and Best Buy we are growing fast and are looking for new team members 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
- Opportunity for career growth
- Flexible start and end time schedule
- Onsite fitness equipment and recreational space

### **How You'll Make an Impact:**

We are looking for an Accountant who can do it all for an e-commerce business! Reporting to the Senior Accountant and Controller, you will be an integral part to the finance and accounting team. You will be responsible for the daily operations and assisting in financial reporting. This role operates full time out of our Head Office in our new Niagara-on-the-Lake location.

#### *Accounts Receivable and Accounts Payable*

- **Automation:** Handle large amounts of transactions in reconciling customer accounts and improve efficiency using advanced Excel skills
- **Payments:** Complete Accounts Payable functions such as entering bills, wire payments and cheque runs as needed

#### *General Ledger Accounting, Financial Analysis and Reporting*

- **Reporting:** Assist with assembling 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
- **Reconciliations:** Prepare reconciliation, including bank, Credit Cards and PayPal, inventory and GL accounts
- **Compliance:** Creating and reporting mandatory CRA reporting such as HST, GST, PST, WSIB etc. Assist in any CRA Audits, USA sales taxes and recycling programs
- **Problem Solving:** Identify, discuss and solve real time issues that arise 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*

- **Assist:** Final setup and ongoing troubleshooting of our Microsoft Business Central Dynamics 365 System
- **Reporting:** Creating analytical reports from ERP system

#### *Inventory*

- **System Review:** Maintain accuracy of inventory records including inventory values and quantities
- **Reconciliation:** Assist with Physical inventory counts and reconcile adjustments to inventory
- **Audit:** Prepare schedules and reports and assist with audit inquiries

#### *Other*

- Assist with other duties as assigned by the Senior Accountant, Controller and CEO

### **Who You Are:**

- A degree in Accounting or a related field
- 2-5 years of accounting experience preferably in an e-commerce or high volume transactions business
- MBA or a CPA designation or in final stages of attaining designation
- Strong understanding of and experience using Excel to apply formulas, sorting / filtering data. Ability to manipulate data and worked on 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 employees (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.