

Controller

The Controller is responsible for overseeing the financial operations for Harbour Air, ensuring the accuracy, integrity, and compliance of all financial reporting and accounting activities. This position will manage a team of accounting professionals, collaborate with operational and management teams, and contribute to the airline's financial strategy and decision-making process.

WORK HOURS: Monday to Friday

LOCATION: 4740 Agar Dr, Richmond, BC

TERM: Full Time Regular (Permanent)

COMPENSATION AND BENEFITS: Competitive wages, training and development, opportunities for growth, extended medical, dental, life, and disability insurance, flight perks (including Buddy Passes and global inter-airline partnerships), revenue sharing, RRSP matching program, discounts at local restaurants and travel partner organizations, staff events and much more!

Responsibilities and Expectations

Team Management:

- Lead and mentor the accounting team, consisting of Accounts Payable (AP), Accounts Receivable (AR), and General Ledger (GL) Accountants. Provide guidance, coaching and professional development opportunities to promote high performance and employee engagement.
- Oversee daily accounting activities, including AP and AR functions, as well as financial records safeguards.
- Collaborate with other departments/bases to drive cross-functional financial activities.
- Drive continuous improvement in all accounting processes, identifying opportunities to enhance efficiency, accuracy, and scalability.
- Actively contributes to transforming the department's structure to align with organizational goals and foster a high-performing team environment.

Financial Reporting:

- Responsible for accurate and timely monthly and annual financial reports to senior management, the board and stakeholders.
- Prepares presentations/updates on the company's financial results for monthly business reviews.
- Collaborate with the senior management team to identify and execute financial analysis for growth, expansion, and profitability.
- Work with the FP&A team to develop and refine long-term financial plans and forecasts.

Cash Flow Management:

- Monitor and manage cash flow to optimize liquidity and meet financial obligations.
- Provide shareholders with weekly cash flow movement information.
- Prepare quarterly bank covenant certificates.
- Review and approve EFT/Wire/Internal bank transfers in bank
- Liaise with the bank for business-related matters (credit letters, bank withdrawals, user & access updates, etc.).

Audit and Budgeting:

- Oversee the company's interim and year-end financial audits, ensuring compliance with regulatory requirements.
- Manage and review operating tax matters, such as GST, BC-PST, and corporate income taxes.

JOB PROFILE - Your Flight Path to Success

- Collaborate with the FP&A team, working closely with department heads to create comprehensive budgets aligned with organizational goals.
- Monitor and analyze monthly and annual financial performance against budgets and forecasts.
- Review monthly budgetary variances and recommend corrective actions as needed.

Ad hoc Requests:

- Address specific financial queries and requests from Head of Finance and CFO.
- Participate in any projects involving financial and accounting information.
- Collaborate closely on system implementations and upgrades, ensuring seamless integration and optimal functionality across accounting operations.
- ERP implementation experience is an asset.

Qualifications/Assets

- CPA designation + 5 years of financial accounting management experience, or comparable combination of education) or equivalent required
- Strong understanding of financial regulations, accounting standards and compliance requirements
- Experience in a consumer-facing industry required, knowledge of aviation industry is an asset
- Tax, audit, and budgeting experience
- Demonstrated ability to lead a team and foster collaboration
- Extremely organized, detail oriented and takes pride in quality
- Proven ability to prioritize and handle multiples task in a time sensitive manner
- Effective communication skills (written & verbal)
- Proficient computer and analytical skills (Excel, Great Plains, NetSuite and Concur). Ability to leverage technology for efficient financial analysis and reporting
- Collaboration skills to gather relevant financial data from cross-functional departments
- Flexibility to adapt to changes in business conditions and priorities
- Experience with a system implementation an asset

ABOUT HARBOUR AIR GROUP

- Launched in 1982, Harbour Air is North America's largest seaplane airline. With around 500 employees, it flies more than half a million passengers annually both within BC and to/from Seattle, USA.
- Our people are the backbone of our organization, and we are committed to creating a culture that inspires one another to achieve extraordinary success. We have regularly been honored as the recipient of numerous awards including BC's Top 55 Employers, and Canada's Most Admired Corporate Cultures.

APPLY NOW: Email your resume and cover letter to jobs@harbourair.com quoting **25-06** Controller, YVR

DEADLINE: Open until filled

We thank all applicants for their interest, however only those candidates selected for interviews will be contacted.

Harbour Air is an equal opportunity employer, we are committed to Diversity and Inclusion and value a diverse workforce. Together, we continue to build an inclusive culture that encourages, supports, and celebrates the diverse voices of our employees. It fuels our innovation and connects us closer to our customers and the communities we serve.

Harbour Air is committed to developing a barrier-free recruitment process and work environment. Accommodation in relation to the job selection process is available upon request. If you require any accommodation, please email jobs@harbourair.com and we'll work with you to meet your accessibility needs.