



JOB TITLE: Brewery Controller
Location: Bracebridge

Department: Finance
Job Type: Full-time/Permanent

Reporting to the Director of Finance, the Brewery Controller will manage the daily accounting functions and be the lead project manager for our ERP update and other applicable process improvements. The Brewery Controller will provide a pro-active and transparent mindset to deliver excellence in service to both internal & external customers and building great relations. Working alongside other departments, this role requires an instrumental change agent to drive continuous improvement on behalf of the department.

The Brewery Controller will provide solid coaching and mentorship to his/her team while managing and facilitating the daily accounting operations, including to:

- Be an ambassador of Muskoka Brewery's values, vision, and overall business strategy, develop the accounting team's goals and objectives, and support local events to build strong relations within our 3 Muskoka Brewery communities (our team, our community, and our industry and partners);
- Manage the day-to-day functionality of the department with a focus on month-end and year-end closing processes within company deadlines
- Oversee all functions of the brewery's general ledger, accounts receivable, accounts payable, cash flow, and expense activities to ensure compliance
- Prepare monthly and fiscal financials in accordance with GAAP and assist the Director in preparing the financial reporting package
- Develop monthly/weekly forecasts and analyze variances to each on a month to month basis.
- Become a partner with various department managers to ensure financial process integrity and provide excellent support to facilitate budget and departmental objectives
- Provide solid guidance and coaching to the accounting team to encourage and support career growth and optimize learning opportunities
- Manager and lead the ERP project in the planning, staging, and implementation of new systems throughout the brewery
- Manage internal expenses, review and oversee the identification and coding of expenses, and ensure adherence to our brewery policies
- Manage compliance reporting & tax returns, and lead all auditing processes to effectively manage the external and internal relationships and ensure an effective and efficient audit
- Assist on other accounting projects as required, including documentation of accounting policies and procedures.
- Manage and be responsible for the overall financial reporting of the brewery, and all other financial related activities.

- Actively participate in tracking and developing departmental Team Key Success Indicators and individual objectives, and work with the Director of People and Development on tracking the Venture to Excellence bonus dashboard
- Reconcile balance sheet accounts to supporting documentation, investigate and resolve reconciling items on a timely basis
- Develop detailed knowledge of the operations at the brewery and consistently offer suggestions for financial improvement
- Provide and ensure cross-functional training to all finance and accounting team members and provide coverage for the Finance Manager in their absence

QUALIFICATIONS:

- Undergraduate Degree in Accounting, Finance or Business Administration with a CPA designation
- At least 5 years of progressive finance experience in a manufacturing or brewery environment, management of people and finance processes is a requirement
- Highly technical aptitude with Microsoft Excel and building reports and tables
- Experience as a leader in ERP development, implementation and follow up assessments in a manufacturing or brewery environment
- Strong accounting and analytical skills including a firm understanding of accounting principles
- Possesses strong management accounting skills developed through advancements in a manufacturing environment
- A passion to lead a team with authentic care, resolve and utilizing the strengths and uniqueness of each team member. Dedicated by-example leadership style with a focus on the development and coaching of the accounting team
- Excellent written and verbal communication skills, including the ability to interact effectively with all levels of the brewery
- Proven ability to proactively lead financial integrity and ensure accountability for results that maximize contribution to business objectives
- Well-versed in fiscal budgetary development and strong business acumen
- Ability to work at the Brewery 4-5 days a week, and limited travel across our regions to support initiatives, brewery events and relationships

Application Process:

This posting is now open for applications until April 26, 2019. Kindly send the following information to **HR@Muskokabrewery.com**:

- Cover Letter
- Resume

Our ideal candidate has a passion for our culture and brand, a thirsty to work in a fast-paced environment and would love to be a member of our fun and active Finance team.

Please note due to the number of applications only those shortlisted will be contacted.

Muskoka Brewery is an equal opportunity employer encouraging diversity in the workplace. All qualified applicants will receive consideration for employment without regard to race, color, national origin, gender (including pregnancy), age, religion, disability, sexual orientation, or veteran status, or any other status or characteristic protected by law. If you require assistance or a reasonable accommodation in completing the application materials or any aspect of the application process, please contact Human Resources

