



JOB TITLE:	Senior Accountant
Supervisor:	Chief Executive Officer
Start Date:	January / February 2024

ABOUT ALEXANDER TUBULAR INC.

Alexander Tubular Inc. (ATI) is where innovation meets industry! We're not just your average company; we're a bold startup venturing into the world of producing high-quality HDPE pipe products. While we're in start-up mode, we are also part of a thriving, collaborative, and supportive community. We're on the lookout for passionate individuals ready to help shape the future of our industry.

Unlike traditional manufacturing companies, at ATI, you're not just a cog in the machine; you're a crucial player in building the foundation of our success. We're building more than just a business; we're building a legacy!

JOB SUMMARY:

The Senior Accountant will build and oversee all aspects of financial management, including accounting, financial reporting, budgeting, and forecasting. They will collaborate closely with cross-functional teams, providing strategic financial insights to support decision-making processes. They'll also be responsible for building and growing the financial function and team as we continue to grow.

Reporting directly to our Chief Executive Officer, your mission is to drive operational efficiency and ensure we have the accounting and financial systems in place to ensure compliance, help us make strategic decisions, and set us up for continued growth and success.

ESSENTIAL FUNCTIONS:

Financial Reporting and Analysis:

- Prepare accurate and timely financial statements, including income statements, balance sheets, and cash flow statements.
- Conduct thorough financial analysis to identify trends, variances, and opportunities for improvement.
- Present financial reports to senior management and stakeholders, offering insights and recommendations.

Budgeting and Forecasting:

- Develop and manage the annual budgeting process, working closely with department heads to ensure alignment with strategic goals.
- Create accurate and realistic financial forecasts to support business planning and decision-making.

Cash Management:

- Monitor and manage cash flow to ensure operational needs are met and optimize the use of financial resources.
- Implement effective cash management policies and procedures.



SENIOR ACCOUNTANT JOB DESCRIPTION CONTINUED

Internal Controls:

- Establish and maintain robust internal controls to safeguard company assets and ensure compliance with financial regulations.
- Conduct regular audits to assess the effectiveness of internal controls and recommend improvements as needed.

Financial Strategy:

- Collaborate with senior management to develop and execute financial strategies that support the overall business objectives.
- Provide strategic financial insights to drive informed decision-making.

Compliance:

- Stay up to date of changes in financial regulations and ensure the company's financial practices comply with provincial and federal legislation.
- Manage relationships with all stakeholders, including but not limited to external auditors and regulatory authorities.

MINIMUM QUALIFICATIONS FOR CONSIDERATION:

- Bachelor's degree in accounting, finance, or related field.
- CPA designation.
- Proven experience with a minimum of 10 years of experience in a financial leadership role, preferably in a manufacturing or start-up environment.
- Strong knowledge of accounting principles, financial analysis, and budgeting.
- Exceptional analytical and problem-solving skills.
- Excellent communication and interpersonal skills.
- Proficiency in financial management software and Microsoft Excel.
- Ability to thrive in a fast-paced, entrepreneurial environment.

NOTE:

- This job description is intended to outline the initial and general nature and responsibilities of the role. It's not meant to be an exhaustive list of all responsibilities, duties, and skills required of employees in this position.

HOW TO APPLY:

Please send us an email letting us know you're interested in joining our team. Please make sure you include your resume and a cover letter indicating your expected compensation range. Our email is: hr@alexandertubular.ca

EQUAL OPPORTUNITY EMPLOYER:

ATI is committed to providing equal employment opportunities to all employees, job applicants, and stakeholders. We foster an environment based on diversity, equity, inclusion, and belonging, ensuring a workplace free from discrimination based on race, color, religion, sex, national origin, age, disability, gender identity, or sexual orientation. Our hiring decisions are based on qualifications and merit, creating an inclusive environment where all individuals are treated with respect. We comply with all applicable laws and regulations governing equal employment opportunities and welcome candidates from diverse backgrounds.

If you require assistance or accommodation during the application process, please let us know.