



## **Controller**

**Procon Constructors Inc.**, founded in 1995, has become a leading organization in the multi-trade contracting industry, providing professional Electrical, Mechanical, SCADA, Instrumentation installation and maintenance service to the Industrial, Commercial, and Institutional (ICI) sectors. Our head office based in Welland, Ontario houses our corporate offices, pipe fabrication facility and panel shop.

At **Procon**, we pride ourselves in employing outstanding individuals who provide professional, efficient, innovative, and exemplary service to our customers. While our skilled teams remain focused on strategic planning and the precise execution of each project, our 25+ years of expertise, experience, project execution and delivery in the areas of estimating, project management and design build solutions has earned us the excellent reputation we enjoy in providing quality construction services and professional-grade results.

Based out of our head office in Welland and reporting to the President, the successful candidate will be responsible for:

### **Responsibilities**

- Participate in the development of and support the company's strategic plans
- Monitor the financial performance of the company
- Compile and analyze financial reporting packages
- Prepare monthly and annual operating budgets
- Develop and manage financial controls in accordance with company procedures
- Communicate financial metrics to senior management
- Provide leadership and support to accounts receivable and accounts payable
- Manage and oversee the preparation of payroll
- Cash flow reporting and management
- Evaluate and develop internal control processes
- Oversee related HR matters including compliance with provincial and industry regulations
- Liaise with financial institutions including providing required information and negotiations
- Liaise with external advisors such as accountants and lawyers
- Ensure adequate insurance coverages, negotiate optimal premiums, claims administration

### **Qualifications**

- Degree in Business, Accounting, Finance or related discipline
- Accounting designation (CPA), or an equivalent combination of related experience and education
- Minimum 5 years accounting experience in a senior accounting or financial management role
- Experience within the construction industry is preferred
- Experience with JONAS Accounting software considered an asset
- Highly developed MS Office skills. Advanced Excel skills are a must
- Strong interpersonal and communication skills
- Self-motivated and self-directed
- Strong analytical and organizational skills
- Ability to work closely with senior management

### **Compensation**

- Salary will be commensurate with experience
- Extended healthcare including dental
- Company pension and profit sharing
- Paid time off

To apply for this position, please email your cover letter and resume to [kevin@rbwllp.com](mailto:kevin@rbwllp.com). Please place job title "Controller" in the subject line.

***Procon Constructors Inc. welcomes and encourages applications from people with disabilities. Accommodations are available upon request for candidates taking part in all aspects of the selection process. We thank all applicants for their interest in this position, however only candidates selected for a screening interview will be contacted.***