



Director of Accounting and Finance

At Claridge Homes, we are dedicated to quality and craftsmanship without compromise. Located in Ottawa, ON, we pride ourselves on providing a healthy, diverse, and balanced work environment. Working with a team of over 250 Full time employees, top contractors and professionals we have built more than 8,000 Tarion certified homes, 4,000 condominiums and several retirement homes totalling 500 suites. We have grown to become Ottawa's largest land developer because each project we strive to provide maximum value and customer satisfaction.

We are currently seeking a Director of Accounting and Finance to join our head office team.

This position will have a strategic role in the organization, and oversee day to day operations, of processes to improve operational and financial performance, reporting and compliance. The Director of Accounting and Finance will be responsible for the overall direction and leadership of all functions relating to accounting, finance, tax compliance, capital investments, budgeting, planning, risk management, financial policy and more. This role requires exceptional attention to detail and the ability to solve problems and multi-task in a fast paced environment.

Responsibilities:

- Overseeing the accounting department including general ledgers, AP/AR, month and year end, general reporting, and all cost management related activities
- Guiding the accounting team and supporting all operational business units
- Providing strategic leadership and compliance oversight to the Senior Management Team
- Overseeing day to day operation of finance staff including coaching, mentoring, assigning project work, monitoring progress, hiring and performance management
- Establishing and maintaining effective relationships with other agencies, suppliers, contractors, consultants and auditors
- Preparing reports which outline, business unit financial positions in the areas of: income, expenses, earnings and cash flow

Ideal candidates for this role will have the following experience:

- Bachelor's Degree, in Business or equivalent, (an MBA would be an asset)
- 10+ years of progressive accounting/finance experience
- CPA designation would be an asset
- Experience working with NEWSTAR financial system would be an asset



- Advanced excel knowledge is a must (word processing, spreadsheets, and database experience)
- Construction industry experience would also be a significant asset.

Please send applications to: Geoffrey.Lewis@Claridgehomes.com

Closing Date: January 21, 2018

Candidates will be reviewed, and possibly called for interviews as they apply.

Claridge Homes is committed to being an Equal Opportunity Employer. Please advise in advance if you require any accommodation during the application or selection process. Any information you send us will be handled professionally, respectfully and in complete confidence.

While we thank all candidates for their interest, only those selected for further consideration will be contacted.