



Modern Thinking. Timeless Values.™

## FINANCIAL ANALYST

### Change *Your Career* for the Better.

As a recipient of hundreds of awards and accolades, Reid's Heritage Homes is a world-class organization, with growing communities across the province, offering home styles from mid-rise condo suites to custom estates and active adult communities. We are a division of the Reid's Heritage Group of Companies, a family-owned company celebrating over 40 years in business. We are proud to have been certified as a **Great Place to Work® Canada** and named as one of **Canada's Best Workplaces for 2019, Canada's Top Small & Medium Employers for 2021** and **Waterloo Area's Top Employers for 2021**, and we strive to employ highly skilled individuals who both exemplify and live out our Core Values. Our team members are passionate about their work, and their high energy and creativity drive innovation. As a result, our team is growing. We invite you to take this opportunity and be a part of the momentum!

If you are a highly motivated and detail-oriented individual with excellent people skills, consider joining our Finance Department in the full-time position of **Financial Analyst, Corporate**. This position will be based out of our Head Office location in Cambridge.

As part of your duties and responsibilities you will be called upon to:

- Prepare/review quarterly and annual financial statements and note disclosure in accordance with ASPE as well as supporting working paper files
- Prepare quarterly CFO reporting package and assist with shareholder presentation preparation
- Produce and review various financial reports including bank reporting, inventory and cost analysis, financing draw requests
- Assist with loan applications including reviewing and assessing draft loan agreements
- Analyze financial results including explanation of variances to budget, prior year, etc.
- Prepare various tax filings including corporate tax returns, partnership returns, HST filing
- Create ad-hoc reports/analysis from a variety of information sources to satisfy management requests
- Identify and recommend improvements to processes, procedures, and reports
- Process complex journal entries and invoicing including cost allocations, land purchases, loan and mortgage transactions
- Assist with preparation and tracking of ad-hoc online wire and EFT payments.
- Assist with training and development of other accounting team members
- Assist with special projects from time to time as required.

The Financial Analyst we seek will have the following:

- Commitment to our organization's progressive culture
- CPA designation or equivalent experience
- Three years practical accounting experience
- Excellent organizational and communication skills and the ability to work well under pressure

- Strong professional integrity, positive disposition, outstanding team spirit and a passion for excellence
- Strong attention to detail and commitment to accuracy
- Strong technical computer skills including advanced Microsoft Excel, working with multiple linked workbooks and worksheets
- Experience in the construction industry or with Newstar or other construction software is an asset

If you have a lot to offer, we have a lot to give! Add your energy to ours and join the RHG team by submitting your cover letter and resume to: [hrinfo@heritagehomes.com](mailto:hrinfo@heritagehomes.com), specifying the title of the position.

*We thank all applicants in advance for their interest in this position; however, only those selected for an interview will be contacted.*