



Calibre Mining Corporation is engaged in the exploration and development of the Valentine Gold Mine located in the central region of Newfoundland and Labrador. Once in production, it will be the largest gold mine in Atlantic Canada and a major employer in the province. Calibre is a public corporation (TSX:CXB) headquartered in Vancouver, British Columbia with a regional office located in Grand Falls-Windsor, NL.

Additional corporate and Project information is available at [www.calibremining.com](http://www.calibremining.com)

Calibre is currently inviting applications for a **Senior Accountant** to join our growing team as the company transitions from mine construction to mine operations.

## **Senior Accountant**

Reporting to the Business Unit Manager, the Senior Accountant will play a key role within the financial reporting and business planning process. In this role you will participate mainly in the monthly, quarterly, and annual financial reporting process; and the production, validation, and analysis of financial results for the operation, specifically with a focus on internal cost management and analysis. In addition, you will be responsible for financial compliance which requires supporting departmental managers to ensure compliance and improvement of internal controls. This role will promote Calibre's core values and ensure compliance of its rules and business principles.

This position will work Monday to Friday located at the Grand Falls-Windsor Office with ad-hoc travel to the project site.

### **Accountabilities/Responsibilities:**

- Monitor the day-to-day financial accounting operations within the Company.
- Provide support with the preparation and delivery of the annual business plan and the periodic financial forecasts, in collaboration with the mine site departments.
- Develop and maintain cost analysis reports and generate pertinent financial analysis of the data; support ad hoc financial analysis to support the site leadership team.
- Work closely with all teams to help build a strong functional finance team.
- Respect, know, and promote company policies, particularly regarding health and safety.
- Assist in the preparation of accurate monthly and quarterly financial statements.
- Assist in the monthly variance analysis for management review.
- Assist in the preparation for the year-end audit, including working paper files.
- Assist in the preparation of the annual departmental budgets.
- Preparation and analysis of operational reports.
- Liaise with department managers on a regular basis.
- Ensure compliance with accounting policies and regulatory requirements.
- Adhere to all company policies and procedures.

- Perform other duties as assigned.

### **Education and Experience Required:**

- An undergraduate degree in Business, Commerce, Finance, or Accounting.
- Professional CPA designation would be considered a strong asset.
- 5+ years of experience in a similar role is required.
- Experience with project accounting and reporting for medium to large scale projects is required.
- Experience in a Mining or similar industrial setting is considered an asset.
- Experience in ERP systems, specifically SAP, considered an asset.

### **Skills and Knowledge:**

- Strong knowledge of financial reporting and data mining tools.
- Ability to synthesize large quantities of complex data into actionable information.
- Ability to work and effectively communicate with departmental managers.
- Strong demonstrated use of Microsoft Office (Outlook, Excel, Word, and PowerPoint).
- Excellent ability to problem solve, along with solid analytical skills, understanding of the business process, and systems optimization.
- Ability to review data and make recommendations to management in the decision-making process.
- Strong financial system and business administration understanding.
- A valid driver's license and driver's abstract required.

Calibre is an equal opportunity employer committed to local hiring preferences and all applications will be considered on this basis. We value equity and diversity and are committed to creating an inclusive workplace environment for all employees. Calibre reserves the right to hire only those candidates who are appropriately qualified for the position advertised.

Calibre will review all applications; however, we will only contact those candidates who best fit the requirements.

To apply for this position, please do so by clicking on the following URL link: [Careers](#)

**Job ID 1091**

**Deadline to apply: Tuesday, April 9<sup>th</sup>, 2024**