



## JOIN OUR TEAM Manager, Accounting & Tax Services

### YOUR NEW EMPLOYER

Indigrow provides business management, startup & growth advisory services to help Indigenous businesses and organizations reach their full potential.

We believe that successful Indigenous businesses are pillars of thriving communities and are the first company in Atlantic Canada to be founded specifically to help Indigenous businesses and entrepreneurs.

### YOUR OPPORTUNITY

We are looking for a **Manager, Accounting & Tax Services** to lead a new product offering and position Indigrow as a full-service firm providing business consulting, accounting, and tax services to its growing number of clients across Atlantic Canada.

### WHAT WE'RE LOOKING FOR IN A CANDIDATE

- Professional accounting designation (CPA)
- Bachelor's Degree
- 5+ years accounting experience
- Proven experience supervising and leading a team
- Works well under pressure and with competing deadlines
- Exceptional written and oral communication skills
- Adept at analyzing and solving complex business problems

### POSITION DETAILS

- Lead finance & administration function for Indigrow:
  - Supervise and review the completion of monthly reconciliations and year-end review
  - Approve payroll and expenses
  - Provide treasury management and regular cash flow analysis
  - Prepare year-end financial statements and year-end financial statement packages
  - Provide any required research and analysis into accounting and tax issues
  - Review, and update where necessary, finance policies and procedures and internal controls
  - Assist with setting department goals and strategy
  - Manage accounts payable and receivable
- Lead delivery of accounting & tax services for related businesses and Indigrow clients:
  - Manage operation of accounting & tax service line of business
  - Lead development and execution of financial services for hire for Indigrow clients
    - CFO, financial controller, payroll administration, tax planning, tax administration

### WHY INDIGROW

- Attractive salary and benefits package
- Flexible PTO (paid-time-off) leave policy
- You grow with Indigrow! From day one, you will play a vital role with a pioneering company that is expected to grow exponentially over the coming years

***Priority will be given to qualified Indigenous applicants.***

Qualified applicants located in (or able to relocate to) Happy Valley-Goose Bay, NL will be considered.

Deadline to apply is Friday, September 23<sup>rd</sup>. Please email your resumé and a short cover letter to [richard@indigrowbusiness.ca](mailto:richard@indigrowbusiness.ca).