



JOB ADVERTISEMENT: FINANCE MANAGER

Vive Crop Protection is seeking an experienced
Finance Manager
to fill a permanent position in our Toronto/Mississauga facility

Vive Crop Protection is creating new possibilities in crop protection. We strive for excellence and this is reflected in our people. As our business grows we are looking to attract individuals with the same vision. Join a team of dynamic, motivated and passionate people.

POSITION SUMMARY

- The Finance Manager reports to the President and is primarily responsible for the accuracy, completeness and safeguarding of all the Company's financial information and data. Works with senior leadership and department managers, providing / developing financial reports and schedules necessary to ensure decisions / actions are consistent with achieving company goals.
- The position oversees and directs the financial departmental staff and activities, including financial reporting, accounting, budgeting, payroll and cash management functions and ensures the use of ethical accounting practices and standards.

COMPETENCIES

- Integrity
- Resource and Fiscal Management
- Leadership
- Continuous Improvement
- Results Orientation
- Accountability
- Attention to Detail
- Coaching
- Communication
- Sound Judgment
- Managing Performance

SPECIFIC RESPONSIBILITIES

Finance

- Provides and interprets financial information. Monitors and interprets cash flows and helps predict future trends while recommending further courses of action. Make recommendations to manage working capital needs, including cost controls, and assist in investment decisions.





- Oversee operations of the finance department, set goals and objectives, and design a framework for these to be met by scheduling work assignments, setting priorities, and delegating work accordingly; includes accounts payable, receivable, payroll, special projects accounting, insurance, financial planning and reporting.
- Perform weekly review of Accounts Payable items, monthly review of bank reconciliations, and review of other financial reconciliations and reports as required.
- Manage preparation of the Company's budget. Work with department VPs to create the annual operating budget, quarterly updates and rolling 12 month forecast that align with corporate goals; responsible for G&A budget accounts. Review significant change requests with department heads and CEO, make recommendations and budget adjustments as appropriate.
- Prepare monthly variance reports to senior leaders and quarterly reports to the Board. Investigate variances and provide recommendations for efficient use of resources. Analyze costs, pricing, variable contributions, sales results and the company's actual performance compared to the business plans.
- Liaise with external auditors to ensure appropriate monitoring of company finances is maintained. This includes being the primary point of contact for auditors, assisting with internal schedule preparation, review of year-end entries, coordinating document requests, drafting financial statement notes and assisting auditors with SR&ED/tax filings.
- Manage grant reporting; prepare financial reports, coordinate/review technical reports and collaborator relationships, and be the primary contact for granting agency relationships.
- Develop and monitor the effectiveness of internal controls; update and enforce as required.
- Ensure the organization utilizes ethical accounting practices and standards.

Strategy and Leadership

- Develop finance department performance goals that are consistent with company goals; develop associated departmental project plans and manage these projects.
- Provide training, coaching, and mentoring to employees regularly and as necessary; perform formal reviews and development planning with direct reports every 6 months.
- Ensures group compliance with Vive policies and procedures.
- Cultivates a smart, open, responsible culture of hard work.
- Ensures development of own skills.

DECISION MAKING & ACCOUNTABILITY

- Works under own direction and uses judgment to ensure efficient and use of technical support to meet and direct the company goals/needs.
- Will be evaluated based on the overall team performance along with the Manger's individual contribution to the business.





- Is accountable to Vive's President and senior leadership.

POSITION REQUIREMENTS

- Proven experience as a Financial Manager
- Experience in the manufacturing sector with previous possible roles such as financial analyst
- Proficient user of finance and spreadsheet software
- Strong interpersonal, and communication
- Able to manage, guide and lead employees to ensure appropriate financial processes are being used
- A solid understanding of financial statistics and accounting principles
- Degree in Finance, Accounting or Economics
- Professional qualification such as CPA or similar will be considered a plus
- Sound planning, prioritization, and execution skills
- Adaptable and able to manage multiple projects and competing priorities
- Detail oriented and highly organized
- Able to work both independently and in a team in a fast paced environment

WORKING CONDITIONS

- Working in a busy office environment
- Interaction with employees, senior leadership, the board of directors, and other stakeholders
- Attendance and conducting of presentations
- Operation of desktop computer and peripherals

HOURS AND REMUNERATION

- This is full time position, with flexible hours in keeping with company policy; may require work beyond standard hours including nights, weekends, and holidays.

This position is based in Vive's offices in Toronto through to December. After December, the position will be based in Mississauga.

To apply, send your resume to financemanager@vivecrop.com

