



ECRC ~ SIMEC

EASTERN CANADA RESPONSE CORPORATION IS HIRING!



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POSITION TITLE :

FINANCIAL CONTROLLER

The Financial Controller is responsible for:

- Ensuring the reliability, compliance, and timeliness of financial information.
- Supervising Finance & Accounting operations and financial closings.
- Producing financial statements and managing audits, reporting, and regulatory obligations.

If you are looking for a dynamic environment, we invite you to send us your CV and cover letter before April 27, 2026 to demonstrate your:

- Proven management skills in accounting, finance, procurement, and business administration;
- A post-secondary degree and a CPA designation (CA, CGA, CPA), or in the process of obtaining one; and
- Proven experience overseeing the full accounting cycle, including general ledger, accounts receivable and payable, payroll, treasury, and monthly and annual closings.

Join our mission and promote financial excellence for a cleaner and safer Canada.



Financial Controller Work Description

EASTERN CANADA RESPONSE CORPORATION/
LA SOCIÉTÉ D'INTERVENTION MARITIME, EST DU CANADA

Department:	Corporate	Reports to:	Director of Finance
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SUMMARY OF POSITION

The Financial Controller is responsible for the accuracy, completeness, and timeliness of the organization's financial records and reporting. The role oversees full-cycle accounting operations, including month-end and year-end close, financial reporting, payroll, tax compliance, internal controls, and financial systems, ensuring all financial activities are performed in accordance with applicable accounting standards and regulatory requirements.

Reporting to the Director of Finance, the Financial Controller leads the day-to-day operations of the Finance and Accounting team and works closely with internal stakeholders to ensure consistent application of accounting policies, reliable financial reporting, and effective internal controls. The role is accountable for preparing monthly, quarterly, and annual financial statements, managing statutory remittances and filings, and leading the annual audit process, including coordination with external auditors and timely resolution of audit findings.

KEY RESPONSIBILITIES

Financial Leadership & Oversight

- Own and manage the month-end and year-end close processes, ensuring completeness, accuracy, and adherence to timelines.
- Lead and oversee all accounting operations, including general ledger, accounts payable and receivable, payroll, and treasury functions.
- Ensure payments are accurately prepared, authorized, recorded, and reconciled in accordance with internal controls and organizational policies.
- Ensure the integrity, accuracy, and timeliness of financial records, banking activity and reporting.
- Provide financial advice, analysis, and recommendations to management to support decision-making, resource allocation, liquidity planning, and cost-effective use of funds.

Governance, Risk & Internal Controls

- Establish, maintain, and monitor effective financial controls to safeguard corporate assets and ensure financial integrity.
- Improve accounting policies and ensure their consistent application across the organization.
- Lead the annual audit process and coordinate audit activities and responses.
- Identify, assess, and mitigate financial and compliance risks; monitor control effectiveness and implement corrective actions as required



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Financial Reporting & Compliance

- Prepare monthly, quarterly, and annual financial statements, variance reports, and management reports.
- Manage all remittances and filings.
- Ensure compliance with statutory, regulatory, tax, and reporting requirements, including public accounts and departmental submissions.
- Ensure accurate and timely financial reporting in accordance with applicable accounting standards and regulatory requirements

Financial Systems & Process Improvement

- Manage and oversee the organization's accounting and financial systems.
- Drive continuous improvement by streamlining processes and identifying opportunities for increased efficiency, automation, and technology enhancements.

People Leadership

- Lead the day-to-day operations of the Finance and Accounting team, providing direction, coaching, and oversight.
- Ensure appropriate segregation of duties and workload management within the team.
- Support recruitment, onboarding, performance management, and professional development of Finance and Accounting staff.

DIRECT REPORTS

Directly – 1, Indirectly – 4

WORKING RELATIONSHIPS

Works under the general direction of the Director of Finance and maintains frequent contact with all levels of the organization.

QUALIFICATIONS

- Post-secondary degree or diploma in Accounting, Finance, or a related discipline.
- CPA designation (CPA, CA, CGA) in progress
- Minimum 7 years of progressive accounting experience, including at least 3 years in a supervisory or management role.
- Demonstrated experience overseeing full-cycle accounting, including general ledger, AR/AP, payroll, treasury, and month-end and year-end close.



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- Experience supporting multi-provincial operations, including payroll, tax, and regulatory compliance.
- Strong knowledge of financial systems, reporting tools, and enterprise applications.
- Fluent bilingualism (English/French)

ASSET QUALIFICATIONS

- CPA designation (CPA, CA, CGA).
- Payroll Compliance Professional (PCP), Payroll Leadership Professional (PLP)
- Strong working knowledge of Canadian accounting standards (ASPE).

SKILLS & COMPETENCIES

- Strong leadership, coaching, and interpersonal skills.
- Advanced analytical, audit, and problem-solving abilities.
- High attention to detail with the ability to manage competing priorities.
- A strong understanding of cloud applications, Excel and financial reporting tools.
- Strong time-management skills, with the ability to prioritize and manage multiple tasks
- Excellent communication and interpersonal skills
- Previous experience supporting multiple locations

SPILL RESPONSE DUTIES: ICS ROLE & RESPONSIBILITIES

Serve as the backup in a Finance Section Chief in emergency.

Additional Notes

The role also serves backup (to cover vacations, personal leave, etc.):

Act as first backup to the Director of Finance

Provide secondary backup within the Finance and Accounting function

Hybrid or on-site work depending on project needs.

Participation in emergency response operations as needed.

Travel as required.

Approved: _____ Date: _____