



Job Title: Controller	Location: Vancouver, BC
Term: 1 Year Term (Maternity Coverage)	Reports To: Chief Financial Officer (CFO)

Based in Vancouver, Pacific Reach Properties is a premier real estate company with a portfolio comprised of commercial, multi-family and hotels assets throughout North America.

Job Summary:

Reporting to the CFO, the Corporate Controller will be managing a team of 4 and overseeing the day to day operations of Pacific Reach’s accounting department, including accounting payable, payroll, budgets and forecasting and financial reporting.

Key Responsibilities:

- Reviews and directs the processing of all accounting functions
- Supervises and participates in the preparation of various financial statements and reports
- Evaluates performance of portfolio and provides timely and accurate reporting package to senior management
- Oversees and drives the annual budgets process and ongoing reforecasting
- Works closely with the VP of Asset Management and Regional GM to optimize performance of the portfolio
- Liaises with external accountants to lead the annual review engagement process and to determine appropriate accounting policy choices as needed
- Ensures compliance requirements met with a variety of taxation and regulatory authorities
- Understands debt requirements with all lenders and ensures all covenants are met
- Develops accounting policies and improves processes to maintain and strengthen the accounting system and internal controls
- Authorizes outgoing payments in the form of cheques and wires
- Provides staff with proper resources, training and regular feedback to help the team to develop and grow

Experience & Qualifications:

- Must possess a strong understanding of ASPE and US GAAP
- CPA designation
- 2+ years real estate industry experience in a similar role
- Experience with Yardi accounting system preferred
- Proficiency with Microsoft Excel
- Accuracy and attention to detail
- Ability to multi-task, work under pressure and meet deadlines
- Strong communication skills, both written and verbal

To apply for this position, email your resume and cover letter to Vinah Bosire at vbosire@pacificreach.com

We thank all candidates for their interest but only those applicants selected for an interview will be contacted. No telephone calls or recruitment agencies will be accepted.