



BOSA Family Companies

**We empower our people to
operate like owners.**

Learn more about our career opportunities.
Join the team.

Director of Accounting

Location: Vancouver, B.C.

About BOSA:

The story of the Bosa Family Companies is one of entrepreneurship, commitment and a passion for construction that began over 50 years ago. The wholly-integrated, family-run company is backed by a longstanding history of excellence in development, contracting, and asset-management, making it one of Canada's most respected privately-owned brands. With an uncompromising commitment to quality construction and innovative design, the Bosa Family Companies – through its subsidiaries, Bosa Properties and BlueSky Properties – has cemented its reputation as one of the British Columbia's top developers, and boasts an extensive portfolio of residential, commercial, industrial and mixed-use urban properties.

About the Role:

Reporting to the Vice President of Accounting, the Director works closely with the acquisitions team, property managers, and leasing team, and meets with senior executives of the company to review performance of the rental assets. The Director will be responsible for overseeing and managing all aspects of property accounting, portfolio consolidation, audit, internal controls, IT and taxation as it relates to Bosa's portfolio of commercial and residential real estate. The role will also be responsible for the operation of the accounting group that supports the rental portfolio, and ensuring all policies, controls and procedures are followed according to accounting standards. In this role, the incumbent will be responsible for monitoring all budgeting and forecasting as well as continuous development of 10 team members.

In addition to the rental portfolio, the Director is also charged with the financial leadership of a portfolio of investment companies in secondary industries such as food and beverage, hospitality, retail, financing,

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industrial service, and new ventures. With varying team sizes and revenue ranges, these companies all require different levels of support from our Investment Accounting team. In fulfilling their mandate, the Director provides leadership to the finance team and advice and counsel to management on the financial considerations or impact related to operational or business issues.

Key Responsibilities:

- As a member of the management team, participates in the leadership of the rental and investment businesses of Bosa;
- Works with the VP and management to continually evaluate the financial models, reports, and KPIs used to monitor the performance of the rental portfolio. Ensures that the metrics are relevant and support decision making conducive to financial and operational effectiveness;
- Responsible for the preparation of monthly, quarterly and annual financial statements in ASPE and IFRS formats. Internally reports to the executive team on a regular basis, and prepares managerial and compliance reports for JV partners, banks, etc. as required;
- Ensures rental property processes to support property management are completed in a timely and accurate manner, including annual tenant installment adjustments and annual tenant recovery calculation;
- Leads the development of, and ensures compliance with, appropriate controls, policies, procedures, and practices for the financial management of the rental real estate portfolio. Completes schedules and supporting documents for the annual audit process;
- Responsible for budgetary planning and budget delivery for the portfolio in alignment with Bosa's annual plans. Completes financial forecasting and cashflow projections to support planning activities;
- Responsible for the job costing system that provides reports to management on the status of capital projects;
- Ensures that the company's financial system meets the needs of the rental portfolio. Assists and/or leads the implementation of new systems or processes as required;
- Establishes and clearly defines responsibility for staff on the accounting team and ensures the ongoing management and support of staff and effective employee performance. Ensures effective cross training and the development of a culture of collaboration and teamwork within the department;
- Responsible for management of asset management systems, including ensuring effective accounting application of depreciation and capital costs for tax and accounting treatments;
- Assists as required in any acquisition activity. Develops a plan for integrating the accounting and reporting systems of entities acquired by Bosa;
- Assists in the preparation of proforma financial statements or other forward looking financial reports as requested;
- Takes on special projects which may be assigned from time to time.

What you Bring:

1. **Experience:** The ideal candidate will have a track record of success as a Director or Controller in a commercial real estate company with income producing properties. Experience with a range of asset classes (industrial, commercial, retail, etc.) is a benefit. Significant value is placed on previous experience in a REIT or publicly-traded company with appropriate reporting requirements and deadlines.
2. **Education:** Undergraduate degree and a professional accounting designation.
3. **Business Partner:** Has the ability and experience to function as a strategic partner to the business. Has provided excellent analysis, business support, and recommendations related to ongoing or potential business activities. Has a strong, proactive service orientation. Can balance the strategic with the

tactical.

4. **Communication Skills:** Confident, articulate communicator. Experienced reporting to an executive team on the performance of rental assets. Clearly and succinctly identifies key issues and opportunities.
5. **Relationship Skills:** A team player who will relate easily to the development team, property managers and leasing team. Is valued throughout the business for their ability to add value and highlight important findings about different parts of the portfolio.
6. **Leadership Skills:** Demonstrated ability to lead and motivate a finance/accounting team to excel. Track record recruiting, retaining and motivating a well-functioning team.
7. **Entrepreneurial:** Comfortable working through ambiguity and in an environment where things change quickly in response to opportunities. Can balance the need for some structure and processes with an innovative, dynamic, highly entrepreneurial culture.
8. **Customer Service:** Anticipates and recognizes internal customer needs and looks for ways to improve the quality of services provided. Encourages others to have high quality standards in their work.
9. **Technology Savvy:** Has experience with various software platforms related to the financial management of rental properties and residential rentals. Experience with software implementations is an asset.
10. **Style:** Hands-on, grounded and comfortable 'rolling up their sleeves'. Brings a sense of urgency. A self-starter who takes personal accountability for getting the job done. Results oriented, ethical and hard-working.

Your Rewards:

Our most important offering to anyone that joins the Bosa Properties team is our culture of innovation, achievement, and ownership. We bring out the best in each other by constantly striving to be world class in all we do. These values are reflected in our Real Estate Projects, our Company, and our People.

At Bosa, we also offer a very competitive compensation structure that supplements your regular income with a robust benefits package:

- **Medical and Dental Coverage:** Our industry leading benefits package covers you and your dependents at no cost
- **RRSP Matching:** We support your future goals by matching up to 5% of your RRSP contributions.
- **Friends and Family Program:** Early and exclusive access to our newly released projects
- **BOSA Connect™:** Our annual development conference that is designed and hosted by our leadership and complemented by a range of world-class speakers and workshop experts.
- **Professional Development and Education Support**

How to Apply:

Please submit an application using the [link](#) provided. We value your interest in the Bosa Family of Companies. While we can only respond to shortlisted applicants, we will keep your information on file and consider you for future opportunities as they come available.