

## Director of Finance

Boffo Developments Ltd, one of BC's most respected developers, has an exciting opportunity for a qualified individual to join our Finance team. Over the past 50 years, Boffo has built thousands of homes and has earned a reputation for developing exceptional residential communities throughout the Lower Mainland.

The Director of Finance reports directly to the Owners and Principals at Boffo Developments and all affiliated companies and contributes to the overall success of the organization by effectively managing all financial tasks.

### Responsibilities include:

- Oversee business operations which include setting up reporting systems, implementing internal controls and systems procedures, new project evaluation, project closing and funding, cash flow management, payables/receivables, processes and policies.
- Responsible for the supervision, guidance and overall smooth operations of the Accounting Department.
- Provide support and advice to the Principals of the company on various business issues including strategy, financing, and acquisitions.
- Liaise and manage relationship with business partners, accounting firms, law firms, banks, external auditors, insurers and realtors, government auditors, and communicate with executive team on any issues.
- Support Development team with proformas, disclosure statements, building closings, and manage changes.
- Collaborate with executive team and review the procurement of assets and sales, construction and lease contracts.
- Responsible for accounting & reporting (internal & external) for all Boffo affiliated companies.
- Assist Principals to negotiate and secure all bank financing for acquisitions development and construction projects.
- Prepare and analyze cash flow projections, budgets, and forecasts.
- Review calculations, procurement of assets and sales, construction & lease contracts.
- Preparation of long-range business plans including projections of taxable income, cash flow and capital projections.
- Tenant Management and leasing.
- Responsible for year-end audits for group of companies, internal controls and annual corporate budgets.
- Other duties as required.

### Requirements include:

- Professional designation in Accounting/Finance.
- 10 years of progressive financial responsibility and solid real estate development an asset.
- Strong management skills, ability to influence and engage direct and indirect reports and peers.
- Self-reliant, good problem solver, results-oriented.
- Energetic, flexible, collaborative, proactive; a team leader who can positively and productively impact both strategic and tactical finance and administration initiatives.
- Exceptional written, oral, interpersonal, and presentation skills and the ability to effectively interface with senior management and external clients.
- Ability to operate as an effective tactical as well as strategic thinker.
- Expertise with new and current market development requirements.

If this role describes you, please submit your resume and cover letter to [careers@boffo.ca](mailto:careers@boffo.ca).

To learn more about the company, visit [boffo.ca](http://boffo.ca).

**We thank all applicants for their interest, however only those selected for an interview will be contacted.**