

True North Sports + Entertainment is looking for a motivated and detail-oriented individual to join our team.

We are filling the role of **Controller** on a **14-month term** to cover a maternity leave. Reporting to the VP Finance and Chief Financial Officer and responsible to the Corporate Controller, this position will provide assistance with many of the day-to-day financial functions and activities of Bell MTS Place, True North Touring and some aspects of the Winnipeg Jets Hockey Club.

What to expect in this role:

- Oversee accounts payable, accounts receivable/cash receipts and certain elements of purchasing for all operating facets of Bell MTS Place and TN Touring.
- Participate in cash management of the operations for all True North entities, including correspondence with the bank.
- Perform and/or oversee event financials, settlements and reconciliations to balance with monthly financial statement preparation.
- Prepare departmental reporting to assist other functional areas in managing and controlling financial activity.
- Act as the primary coordinator for corporate credit cards, including managing credit limits and assisting with cardholder inquiries.
- Assist in preparation of relevant filings to Federal, Provincial and Civic authorities and working papers to tax-preparers.
- Observe, refine, make suggestions and implement business systems that improve internal controls, efficiency, simplicity and operating/financial performance.
- Assist in the budgeting process.
- Assist with partnership tax preparation including preparing calendar year statements for taxes and calculating various tax adjustments, acting as lead contact during the audit.
- Responsible for completion and submission of Statistics Canada Reporting.

What we need from you:

- Professional Accounting Designation and/or equivalent business experience. Preference will be given to those with industry (sport, entertainment and/or facility management) experience.
- Ability to lead, motivate and mentor employees.
- Proven ability to prioritize competing demands in a diverse and evolving environment.
- Superior skills in the use of pc-based tools (accounting software and the Microsoft Office suite of products).
- Responsible team member, with capacity to meet objectives and required timelines.
- Ability to maintain a flexible work schedule including evenings, weekends, and holidays as required.
- Have the experience, capacity and self-initiative to “hit the ground running” after a 2-4 week orientation.

To apply for this position please email your resume and cover letter, including salary expectations (in PDF format as one document) to hr@tnse.com.

Please include **Controller** the subject line. Closing date: May 27, 2018

