

Job Description

Position:	Sr. Financial Analyst – Planning & Analysis
Reports to:	Controller
Position type:	Temporary Full-Time (12-month contract)
Location:	North York, ON

ABOUT THORNHILL MEDICAL:

Thornhill Medical's ground-breaking products are designed to be used globally by emergency health care providers, humanitarian, and military medical teams. Thornhill's oxygen-focused research and applications are transforming patient care in extreme circumstances, while inspiring and enabling other new technologies to unlock vital life-saving solutions. Thornhill Medical's innovations are in 19+ countries including Ukraine. With a team committed to courage, collaboration and saving lives, Thornhill Medical leads the way in the nimble and precision-focused field of medical technologies.

POSITION SUMMARY:

The ***Sr. Financial Analyst – Planning & Analysis*** is responsible for driving and streamlining Thornhill Medical's financial reporting, planning, and operating processes while developing a strong partnership with the business.

DUTIES & RESPONSIBILITIES:

- Prepares accurate monthly financial statements and Board of Director financial deck on a timely basis.
- Updates the monthly forecast after completion of the month end for the President/CEO and VP, Finance and creates variations as needed.
- Manages the monthly reporting process, comparing actual results to budgets/financial goals and the prior year, with detailed explanations for variances for the company overall, as well as by channel and department. Monitors that related corrective actions are taken if necessary.
- Manages the year-end financial audit, including providing the external auditors with necessary documentation, explanations, and support.
- Liaises with external tax accountants for tax preparation for all legal entities; ensures provisional payments are submitted on a timely basis; works with internal and external resources for SRED claim calculation, documentation and submission.
- Reviews and approves certain payments and purchase orders.
- Owns sales reporting for the organization, ensuring all product, channel, and bonus-related calculations as well as the underlying Sales Orders are correct to minimize reporting issues. Includes responsibility for customer invoicing.
- Develops, implements, and maintains financial controls and guidelines.

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- Ensures timely and accurate execution of all SOPs required by ISO13485 that pertain to the Finance Team. Ensures financial policy parameters are maintained and that approval levels for all expenses are complied with.
 - Manages working capital (including A/R collection and A/P payments), foreign exchange monitoring and hedging, and the cash forecasting required to maximize interest earned on cash balances and GIC term deposits.
 - Manages the accounting for inventory, including but not limited to, reviewing and approving the standard costs and BOMs in the ERP system; ensuring costs of goods sold is accurately booked each month; ensuring the perpetual inventory reconciles to the GL monthly for all categories of inventory and that valuation differences are adjusted for; reviews and approves all cycle count/write off adjustments proposed by Operations; interfaces with subcontractors for inventory held by them.
 - Drives annual budget preparation and 3-5-year planning, in conjunction with the VP, Finance and Controller.
 - Maximizes departmental and operational efficiency through innovative process development.
 - Assists with the implementation of the new ERP system.
 - Leverages the current ERP to provide timely, accurate and detailed reporting.
 - Provides work direction, support, and coaching to junior finance team members.
 - Explores opportunities for continuous improvement with accounting systems, processes, and internal controls for both Finance and the organization (including potential uses of AI).
 - Remains up to date on new accounting requirements.
 - Considers quality in all aspects of the job and respects procedures and norms.
- Other duties as assigned.

EDUCATION & EXPERIENCE:

- Bachelor's degree in commerce/ business or related field.
- CPA is required.
- 5-8 years of accounting or finance experience in a manufacturing or a medical device environment.
- Proven experience streamlining accounting processes.
- In depth experience with accounting and ERP software including report definition/creation.

SKILLS & KNOWLEDGE:

- High financial acumen, interpreting and applying key financial indicators to make better business decisions.
- Strong working knowledge of detailed financial data analysis and reporting including ability to create and automate reports.
- Strong analytical skills and ability to interpret data and present to management.
- Strong organizational skills and attention to detail.
- Strong time management skills.
- Excellent interpersonal and communication skills (verbal and written).
- Ability to anticipate and balance the needs of multiple stakeholders.
- Drive to consistently achieve results, even under tough circumstances.
- Holds self and others accountable to meet commitments.

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- Advanced knowledge of databases, SQL and BI tools is a plus.
- Experience implementing AI tools to enhance Finance productivity is helpful.
- Advanced hands-on knowledge of and demonstrated experience with Microsoft Office suite especially Excel.
- Advanced, hands-on knowledge of, and demonstrated experience with accounting and timekeeping software such as QuickBooks (QBO) and TSheets.
- Excellent knowledge of ERP systems that includes an MRP module.

OTHER REQUIREMENTS:

- Primarily office related requirements with exposure to production work rooms and warehouse when required.
- Light lifting and bending.
- Some travel may be required.

COMPENSATION:

The target salary range for this position is \$87,000 – \$105,000 per annum. The position is also eligible for bonus and benefits.

The starting salary offered to a candidate will be dependent upon several factors, including but not limited to experience, job-related skills and relevant education and/or training.

This job posting is to temporarily backfill an existing position during an ERP implementation. The recruitment process involves the use of artificial intelligence.

Thornhill Medical welcomes and encourages applications from all qualified people, including those with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

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