



Senior Accountant (Manufacturing) - Job Description

Job Title:	Senior Accountant
Location:	Salmon Arm BC (on-site; relocation support available)
Direct Reports:	1-2 Bookkeepers
Employment Type:	Full-time, Permanent
Compensation:	\$70,000 – \$100,000 Annually*Experience-Based

About Talius

Talius Group Inc. is a North American manufacturer of roll shutters, Habitat Screens, and retractable awnings, headquartered in Salmon Arm, British Columbia. We design and manufacture products sold through a dealer network across Canada and the United States. Our finance function supports a growing manufacturing operation and a multi-entity corporate structure. We are building a finance team that matches the discipline and ambition of the rest of the business.

Role Summary

We are looking for a hands-on Senior Accountant to take full ownership of Talius' accounting function. You will be responsible for the full accounting cycle, monthly financial reporting, statutory filings, and managing 1–2 bookkeepers. The right candidate is practical, fluent in English, comfortable in a manufacturing environment, and capable of building financial visibility where it has not previously existed.

Key Responsibilities

Financial Reporting

- Prepare monthly income statements, balance sheets, and gross margin analysis by product line
- Deliver financials to the CEO within 5 business days of month end
- Maintain consistency and accuracy across all reporting outputs, including ERP-generated and manually adjusted statements
- Prepare quarterly board financial packages
- Prepare and distribute a weekly cash flow forecast every Monday, covering a rolling 4-week horizon



- Lead a standing weekly AP/AR review meeting with the CEO every Tuesday at 10:00 AM; submit supporting documents and aged schedules by 10:00 AM Monday — 24 hours in advance

Full-Cycle Accounting

- Own the complete accounting cycle: journal entries, accruals, prepayments, depreciation, and month-end close
- Manage accounts payable and accounts receivable, including aging reports and collections
- Maintain the general ledger and chart of accounts in Seradex ERP
- Perform bank reconciliations and cash flow management
- Implement and maintain proper cost absorption methodology for manufactured goods (COGS and inventory)

Tax, Payroll & Statutory Filings

- Prepare and remit corporate tax instalments on schedule
- File GST/HST returns accurately and on time
- Manage PST filings across applicable jurisdictions
- Prepare and submit payroll source deductions (CRA)
- Manage WCB (WorkSafeBC) reporting and remittances
- Prepare T4, T4A, and year-end payroll filings
- Liaise with CRA, CBSA, WCB, and other regulatory bodies as required

Banking & External Relationships

- Serve as primary finance contact with the company's banking partners
- Prepare and maintain financial reporting required by lenders (covenant reporting, borrowing base certificates where applicable)
- Liaise with external accountants and auditors at year end
- Support duty and customs accounting in coordination with CBSA requirements

Budgeting & Planning

- Support the annual budget process, incorporating inputs from sales, operations, and management
- Prepare variance analysis comparing actuals to budget on a monthly basis



- Assist the CEO with financial modelling and ad hoc analysis as required

Team Management

- Supervise, assign work to, and develop 1–2 bookkeepers
- Establish clear accounting procedures and internal controls
- Ensure bookkeeping inputs are accurate, complete, and timely

Qualifications & Requirements

Required

- Minimum 5 years of progressive accounting experience, with at least 2 years in a senior or controller-level role
- Full-cycle accounting proficiency including month-end close, GL management, and financial statement preparation
- Experience with manufacturing, construction, or comparable product-based businesses
- Working knowledge of ASPE and Canadian tax compliance requirements
- Proficiency in accounting ERP systems; experience with Seradex, Sage, or similar platforms is an asset
- Strong Excel skills
- Native or fully fluent English — written and verbal communication with management, the board, and external parties is a core requirement of this role

Preferred

- CPA designation (CPA Canada) or equivalent professional accounting credential
- Experience with job costing, product costing, or gross margin analysis by product line
- Familiarity with multi-entity or consolidated accounting structures
- Experience liaising with CRA, WCB, CBSA, and Canadian financial institutions

WHAT WE OFFER

- A role with genuine scope — you will own the function, not process tickets



- A stable, established manufacturing business with a 30-year operating history
- Competitive compensation commensurate with experience
- Relocation support for candidates outside the Salmon Arm area

HOW TO APPLY

Please submit your resume and a brief cover letter describing your experience with manufacturing or product-based accounting to HR@talius.com. Applications are reviewed on a rolling basis and shortlisted candidates will be contacted promptly.