



## BUSINESS MANAGER

<b><u>Company:</u></b>	<b>Thomas, Large &amp; Singer Inc.</b>
<b><u>Location:</u></b>	<b>Markham, Ontario</b>
<b><u>Industries:</u></b>	<b>Consumer Packaged Goods, Logistics, Distribution, Private Label, Industrial Ingredients</b>
<b><u>Job Type:</u></b>	<b>Full-time</b>
<b><u>Years of Experience:</u></b>	<b>3-5 Years</b>
<b><u>Education Level:</u></b>	<b>University</b>

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### Job description:

Thomas, Large & Singer Inc. (TLS) is currently seeking a **Business Manager** to join our growing Finance team. This position will report into our Director, Client Services.

TLS ([www.tlscanada.com](http://www.tlscanada.com)) has been a preferred buy-sell distributor in the food and consumer packaged goods industry for over 100 years, providing back-office and supply chain solutions to many Canadian and international clients. In 2015, TLS America Inc. was created and our service model expanded into the USA. The industry is relatively stable compared to the economic swings of other industries. TLS is a dynamic organization that should provide ample professional challenge. TLS currently provides services to several CPG manufacturers including Post Foods, Tetley, Tim Horton's, Perfetti Van Melle and many others. TLS also operates a public warehouse to support the distribution of our products.

The position will be based out of our head office in Markham, Ontario and may require occasional travel to the warehouse.

### Responsibilities:

- Execute various accounting and business functions, including but not limited to journal entries, account reconciliations, variance and risk analysis
- Prepare reports for external clients and internal management reporting purposes
- Monitor trade spend management
- Maintain complex spreadsheet models
- Lead client and sales agent meetings
- Assist with month-end and year-end process for financials.
- Participate in the development and completion of special and/or ad-hoc projects as assigned
- Contribute to the development of new ideas and approaches to improve work processes while effectively using existing internal systems

**Required Skills:**

- Professional accounting designation – CPA, CA preferred.
- Industry experience preferred from Consumer Packaged Goods (CPG), Distribution, or Public Warehousing
- 3+ years of experience with progressively more advanced accounting, financial analysis and operations
- Sage X3 ERP proficiency is an asset
- Advanced Microsoft Excel skills
- Strong written and verbal communication
- Must be detail oriented with strong problem solving skills
- Ability to effectively prioritize and execute tasks in a high-pressure environment with minimal supervision

**What Is In It For You...**

- **Great team** dynamic and tight knit company culture. One of the most important factors in choosing your next role is the people you work with and our people are AWESOME!
- **Flexible work environment.** Ability to work from home 1-2 days per week.
- **Competitive compensation package** (salary & bonus). We get it – money isn't everything, but it's still a very important factor.
- **Benefits** – Health & Dental, Life Insurance, Disability Insurance, Parameds – Massage!
- **Pension Matching** (after 1 year – employees put in 5% and TLS matches with 5%)
- **Tuition and professional fees** reimbursement
- **Summer Hours Program** – who doesn't want to leave early on Fridays to spend more time with friends and family while the sun is shining

**To apply for this position please send your resume and salary expectations to: Human Resources at [HR@tlscanada.com](mailto:HR@tlscanada.com)**

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

*Thomas, Large & Singer welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.*

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**About Thomas, Large & Singer Inc.:**

Thomas, Large and Singer Inc. provides Canada wide consolidated distribution services to many leading brands. Combined logistics allows these brands to take advantage of TLS' warehousing and freight synergies while the brand owner maintains control of their pricing, sales and trade marketing plans. TLS' proprietary IT systems allow each brand owner real time control of their strategies in the Canadian market. TLS also provides sales brokerage services to companies wishing to supply private label products to Canada's retail grocery chains as well as industrial ingredient sales to relevant industrial manufacturers. TLS has been servicing the needs of the Canadian consumer for over 100 years.

To find out more, please go to our website [www.tlscanada.com](http://www.tlscanada.com)