



Junior Financial Analyst

<u>Company:</u>	Thomas, Large & Singer Inc.
<u>Location:</u>	Markham, Ontario
<u>Industries:</u>	Consumer Packaged Goods, Logistics, Distribution, Private Label, Industrial Ingredients
<u>Job Type:</u>	Full Time, Permanent Employee
<u>Experience:</u>	1- 3 years
<u>Education Level:</u>	University Degree

Job description:

Thomas, Large & Singer Inc. (TLS) is currently seeking a **Junior Financial Analyst** to join our growing team. Reporting the Senior Director, Finance & Client Services, the Junior Financial Analyst is responsible for preparing various accounting items. This position will be based out of our head office in Markham, Ontario.

Summary of Duties and Responsibilities:

- Completing daily bank reconciliations
- Daily invoice printing & mail out
- MEI payments and Sage Payables
- Monthly pallet allocation and reporting
- Weekly and monthly Customs allocation and reporting
- Canadian 3PL receivings/Inventory reconciliations'
- Client payment prep
- Payable and Accounts Receivable data entry
- Various accounting reconciliations and related journal entries
- Maintaining complex spreadsheet models
- Assisting Client Services team as required
- Complete other ad hoc analyses and accounting tasks

Key Qualifications:

- Strong written and verbal communication skills
- Advanced Microsoft Excel skills
- Quick to learn and self-motivated
- Post-secondary education in business administration or accounting
- Ability to handle changing priorities and schedules
- Must be detail oriented with strong problem solving skills
- Candidate should have or be pursuing an accounting designation



- Sage X3 ERP proficiency would be beneficial
- Preference will be given to candidates with experience in the Canadian CPG industry

What's 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.

Interested candidates may apply by email to Human Resources, HR@tlscanada.com with your resume and salary expectations.

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.

About Thomas, Large & Singer Inc.

Since 1912, Thomas, Large & Singer has been a preferred buy-sell distributor in the Consumer Packaged Goods industry for many Canadian and international clients. Over the past century, the company has developed expertise in all facets of the industry from national logistics and warehousing, to order-to-cash, trade promotional control solutions, broker management and sales agency of private label and industrial ingredient solutions.

To find out more, please go to our website www.tlscanada.com