

CONTROLLER, SENIOR MARINE PROJECT ACCOUNTANT

Primary Location: Richmond, BC

Employee Status: Full Time

Summary of Responsibilities:

Working from the Richmond, British Columbia, Canada Head Office of Bridgemans Services Group LP, the successful candidate will be employed as Controller and Senior Marine Project Accountant. The successful candidate is able to work in a high paced environment which services multiple international contracts in various time zones. You will be expected to manage your workload based on requirements of the finance team also in addition to specific projects which arise and need attention. The position is full time and reports to the Director of Finance.

- Develop and implement finance, accounting, billing, and auditing policies and procedures.
- Coordinate the preparation of financial statements, financial reports, special analyses, and information reports.
- Ensure compliance with regulatory agencies and tax requirements.
- Oversee the approval and processing of revenue, expenditure, and position control documents, budgets, payroll, ledger, and account maintenance.
- Establish, monitor and maintain appropriate internal control safeguards.
- Liaise with ship managers and review ship management records to ensure efficient cost control, budgets and variance reporting and investigation.
- Create Proformas for marine projects during pre-bid and RFP phase
- Create budgets for marine projects for operations team
- Assist in creating project cost control measures to ensure budgets are maintained
- Interact with Principals and other managers to ensure they have the necessary information by providing consultative support through financial and management information analyses, reports, and recommendations.
- Ensure records systems are maintained in accordance with generally accepted auditing standards and coordinate annual audit and financial statement and tax return preparation with external accounting firm.
- Coordinate intercompany activities and oversee transactions across related corporations and ensure reconciliations are completed on a monthly basis.
- Analyze cash flow, cost controls, and expenses to guide business leaders. Analyze financial statements to pinpoint potential weak areas.
- Oversee the reconciliation and maintenance of accounts payable.
- Report progress and issues in a timely manner to the Director of Finance.
- Ensure monthly reconciliations of ship management financials are completed.

Qualifications:

- Previous experience with marine operations or ship management or similar company
- Experience with overseas operations and within Canada
- Minimum 8 years marine experience

ABOUT BRIDGEMANS SERVICES GROUP LP:

Bridgemans Services Group LP (BSG) is a global provider of flexible, full-service floatel and marine transport solutions. BSG customizes services to the exact needs and locations of clients, ensuring that solutions meet precise specifications, including logistics, crew transfers, housekeeping, catering and the fulfillment of all HSE requirements. The company also specializes in refitting and refurbishing vessels to fulfill requirements in a range of sectors from major construction projects to natural resources and energy production.

At Bridgemans Services Group we believe that each employee contributes directly to our growth and success. We are committed to workplace excellence, safe work environments and the communities where we work and live. Bridgemans Services Group hires on the basis of merit and is committed to Employment equity.