

| | | | |
|--|--|--|--|
| Job Title: | Financial Controller | Job Category: | Finance |
| Department/Group: | Finance | Job Code/ Req#: | ??? |
| Location: | Toronto, Canada (Hybrid) | Travel Required: | No |
| Level/Salary Range: | \$85,000 - \$100k | Position Type: <small>Position Type (i.e.: full-time, part-time, job share, contract, intern)</small> | Full Time (Hybrid days a week in office) |
| HR Contact: | HR Contact | Date Posted: | October 2022 |
| Will Train Applicant(s): | Yes, 30 days | Posting Expires: | November 2022 |
| External Posting URL: | External Posting URL | | |
| ADDRESS of Office: | 505 Consumers Rd, Suite 1010, North York, ON M2J 4Z2 | | |
| Applications Accepted By: | | | |
| EMAIL: HRsupport@lsquared.com Subject Line: Tech Support Candidates (Name) | | | |
| Job Description | | | |
| <p>ROLE AND RESPONSIBILITIES</p> <p>We are in growth mode and need to hire curious, productive, technically proficient, smart, initiative-taking team players to join our team. This role reporting to CFO, will be responsible for the day/day finance activities. This is a hybrid role that will require accounting technical aptitude, communications skills, project management and process improvements skills. The ideal candidate will be someone that gets excited about working in a fast-paced start-up environment with a strong team based, supportive culture. This is a fantastic learning opportunity to help shape the foundation and structure of a growing finance department supported by an experienced and seasoned management team. As such we are looking for a dynamic, intelligent team player that has the skills, knowledge, and abilities to work at the office and autonomously with the following core responsibilities:</p> | | | |
| <p>KEY RESPONSIBILITIES</p> <ul style="list-style-type: none"> • Manage day-to-day financial operations, including invoicing, accounts receivable, accounts payable and payroll • Support outsourced Bookkeeper as required to complete Month/Year End procedures • Support the documentation and maintenance of accounting policies and procedures • Support CEO/COO/CFO as required • Other duties as assigned | | | |
| <p>QUALIFICATIONS AND EDUCATION REQUIREMENTS</p> <ul style="list-style-type: none"> • Soft Qualifications <ul style="list-style-type: none"> ○ Excellent Interpersonal Communications ○ Great critical thinking skills, problem solving, curious individual who likes to dig in and understand challenges, work through them and committed to being adaptable ○ Attention to detail and ability to work to tight deadlines ○ Lifelong learner, staying current with system information, changes, and updates ○ A commitment to excellence and continuous improvement • Hard Qualifications <ul style="list-style-type: none"> ○ 5+ years working in a finance department, ideally in a face paced environment (start-up or equivalent) ○ Proficiency in Excel, QuickBooks, Plooto, Hubspot, and other tools. You don't need to be fluent in all these programs, but the more the better ○ Basic knowledge of bookkeeping procedures | | | |

- Degree in Accounting/Finance or equivalent
- Reporting customer information for end of month performance and billing purposes

PREFERRED BUT NOT REQUIRED

- On path to complete CPA or other relevant finance designation
- Experience working in a Software as a Service Company

ADDITIONAL NOTES

L Squared is a SaaS company building the next generation of communication solutions for the modern business that harnesses the power of data, analytics and a simple user interface to organize, distribute and publish content that is dynamic, relevant, and personalized. “The L Squared Hub” an industry leading secure cloud content management and distribution platform supports SMB and Enterprise allowing any business to easily take their critical information and present it to customers, employees, and decisions makers either on demand or by scheduling. Featuring an off the shelf or customized platform, that creates immediate visibility to core business metrics, communications or simply information to keep key employees informed by bringing data, analytics and communications to the forefront that empower employees to be more knowledgeable, productive, and informed.

Our best-in-class user interface combined with our cloud platform turns any existing TV, digital display, dashboard, desktop, mobile device, anywhere in the world, into a powerful communication medium that is relevant and personalized.

Now, we’ve grown rapidly over the past two years, supporting high profile clients in the USA, Canada, Europe, South America, Australia and Asia. We are gearing up for even faster growth and looking for motivated, passionate and intelligent team players that love to work in fast paced, sometimes chaotic environments, who believe in integrity, mutual respect, quality work and being customer obsessed to join our team.

It should be noted that all new employees must undergo our standard background check and drug screen test for pre-employment purposes.

| | | | |
|------------------|-----------------|------------|-----------------|
| Reviewed By: | CFO | Date: | October 2022 |
| Approved By: | CEO, COO | Date: | October 2022 |
| Last Updated By: | Eric Richardson | Date/Time: | October 12 2022 |