

JOB OPPORTUNITY

Pattison Sign Group is a highly successful, North American company growing organically and through ongoing acquisitions. It is one of the world's largest sign and physical branding element companies, with five manufacturing facilities, six sales offices and over 700 employees across North America.

The company is dedicated to absolute customer satisfaction and ultimate quality in its products and services. It is ISO certified to ensure Total Quality in its products and services. The culture of the company is focused on performance and accountability and supports employee empowerment and development.

The company operates independently within The Jim Pattison Group, headquartered in Vancouver and comprised of over 590 locations worldwide. The Jim Pattison Group is broadly based across the automotive, media, packaging, food sales and distribution, magazine distribution, entertainment, export and financial industries. With sales of over \$14.0 billion in 2021 and more than 49,000 employees, the Jim Pattison Group is the largest private company in Canada.

We are currently seeking to hire a **Cost Analyst** to be based either at our Knoxville TN, Edmundston NB or Toronto offices.

OVERVIEW

The Cost Analyst ensures to have the right information for producing margin reports by customer with accurate explanation, following established methods, guidelines and schedules using computerized and manual processing systems.

KEY RESPONSIBILITIES:

- Apply established cost price and accounting methods and internal control procedures;
- Actively participate in problem solving, bring and propose possible solutions;
- Analyze customer profitability;
- Verify project files before invoicing;
- Maintain and ensure that the cost system is up to date and prepare variance analysis between actual and estimated costs;
- Work closely with Project Management, Estimating and Operations to ensure cost accuracy;
- Support invoicing and sales order verification;
- Any other tasks requested by the Manager.
- Month End Process:
 - Prepare and Maintain Sales and Costs Subledger, tying into the Financial Statements

- Prepare and posts journal entries related to Costing
- Prepare month-end G/L reconciliations

QUALIFICATIONS and COMPETENCIES

- Diploma and/or bachelor's degree in accounting and/or finance;
- Minimum of two (2) years of experience in positions with similar responsibilities;
- Extensive knowledge of Microsoft Excel and other tools of the Microsoft Office suite;
- Work under pressure with tight deadlines;
- Autonomous, detail-oriented and the ability to work alone and in a team;
- Experience in a manufacturing environment would be preferred;

Adaptability, resourcefulness, versatility, and knowledge in the field of signage would be an asset for candidates.

To apply, please send your resume to hr@pattisonsign.com