

ACCOUNTING SUPERVISOR
Management Position - Finance Division
Salary Range \$83,912.32 - \$97,572.47 annually

SYNERGY NORTH distributes electricity to approximately 50,000 residential customers and 6,000 commercial customers in Thunder Bay and Kenora, Ontario. It is our mission to provide outstanding energy services in a safe, reliable, and trusted manner to our communities in order to power people's lives. To do this, we are continuing to build on our strong team of professionals and are seeking a full-time, permanent Accounting Supervisor in Thunder Bay, Ontario. SYNERGY NORTH invests in the safety and wellbeing of our employees and provides a robust training program, and a comprehensive benefits package.

POSITION SUMMARY:

Under the general direction and guidance of the Controller, the Accounting Supervisor is responsible for supervising and managing the day-to-day performance of the Accounting and Cashiers Departments and report production. Supervises the day-to-day operations of the financial information systems; General Ledger, Accounts Receivable, Accounts Payable, Cashiers, Work Orders and Billing. Is responsible for the hiring, training, evaluating and disciplining of departmental personnel.

The Accounting Supervisor will:

- Review and approve work completed by accounting staff.
- Reconciles accounting records.
- Assists the Controller in the preparation and analysis of quarterly and annual financial statements for SYNERGY NORTH and the preparation of the annual Capital and Operating budgets.
- Participate with the preparation and analysis of quarterly and annual financial statements of SNC's subsidiaries.
- Prepare and/or review and approve monthly HST worksheet and returns for SNC and its subsidiaries.
- Prepares and submits monthly internal reports as required.
- Assist with preparation of Cost-of-Service application.
- Assists in the development and maintenance of financial procedures and reporting to ensure integrity of finances based on sound accounting procedures and controls.
- Preparation and filing of various government forms and submissions.
- Provide assistance with the accounting necessary to facilitate SNC and its subsidiaries activities in the IESO's Electricity Demand Side Management program.
- Performs other related duties as may be assigned.

MANDATORY QUALIFICATIONS:

A post-secondary degree in Business or Commerce together with three to five years of related supervisory experience in a unionized environment, or an equivalent combination of education and experience. A demonstrated track record of competence in financial reporting and compliance with International Financial Reporting Standards. Must be organized, flexible and have a proven ability to set priorities and meet tight deadlines. Ability to work with minimum supervision on multiple tasks and must possess strong problem-solving skills. Must be proficient in Microsoft Word, Excel and financial software applications. Demonstrated leadership and motivational capabilities with a commitment to continuous improvement, customer service, frontline leadership, and teamwork principles is necessary. Demonstrated excellent interpersonal, organizational and communication (verbal and written) skills together with the ability to maintain professional and effective working relationships with customers, staff and outside agencies. Ability to articulate complex situations to audiences with varying degrees of financial sophistication. Ability to work in a dynamic fast-paced environment.

Must be competent within the meaning of the Occupational Health & Safety Act.

PREFERRED QUALIFICATIONS:

A working knowledge of Microsoft Outlook and Caseware Working Papers and Caseware IDEA.

CONDITIONS OF EMPLOYMENT:

Must have and maintain a valid driver's license and the use of a vehicle. Must be willing to work overtime as required. Must successfully complete a Police Information Check.

TESTING To confirm ability and suitability, applicants may be required to take tests related to the job requirements and duties of the position, which may be conducted by a third party.

This position is for an existing vacancy, applications will be reviewed starting on **Monday, January 5 2026**, and will continue to be accepted until the position is filled. **Please submit your resume and cover letter electronically to recruit@synergynorth.ca**