



Financial Analyst

Nordik Group is a flourishing company whose goal is to rise to the top of the health, wellness, and tourism industries. We have proven ourselves as an industry trailblazer through our commitment and our mission. The goal of the Nordik Group is to develop 10 spas across North America by 2027, and to push the industry to new heights by offering industry-leading and innovative experiences in order to transform the company into an international leader in Nordic-style spas.

To fulfil our primary mission of transforming people's lives, one visit at a time, Nordik Group is leading multiple projects and gaining momentum by identifying business opportunities, getting involved, and bringing promising, large-scale projects to life. By diversifying our activities, Nordik Group has created value and has grown its market.

We are currently on the lookout for talented individuals who, through their skills, will contribute to Nordik Group's growth and the fulfilment of the company's mission. Join our team.

Nordik Spa-Nature employees are committed to upholding our company values:

- Accountability
- Engagement
- Respect
- Integrity
- Team spirit

Main responsibilities:

Reporting to the Vice-President and Chief Financial Officer, the Financial Analyst is responsible for performing general accounting tasks and preserving accounting and financial records and reports—in particular, the general ledger, financial statements, and regulatory and management reports. The incumbent is also responsible for preparing, analyzing, and communicating accounting transactions and preparing reports while ensuring the integrity of accounting records with regard to their completeness, accuracy, and compliance with recognized accounting policies and principles.

Job description:

- Participates in the month-end process by performing various financial analyses, such as reconciliations and analyses of deviations from the budget, and in preparing monthly analyses of department expenditures;

- Ensures compliance with applicable government regulations, professional standards, and corporate policies;
- Performs the financial analyses required in preparing reports to management, as required;
- Carries out month-end and year-end activities, such as reconciliations and data entry;
- Ensures proper accounting and rigour of the operations with respect to the codification of the transactions;
- Participates in the improvement and implementation of new tools facilitating the accounting of the day-to-day operations;
- Keeps the general accounting system up to date;
- Prepares monthly, quarterly, and annual financial statements and participates in the preparation of regulatory reports, if applicable;
- Prepares or reviews general ledger entries and account reconciliations;
- Generates financial reports and statements for managers' review;
- Monitors expenses, analyzes earnings, determines budget variations, and reports to management;
- Participates in audit activities by providing the necessary information and preparing the requested documentation;
- Records financial transactions in accordance with corporate policies and regulations;
- Responds to questions from management in a timely manner; and
- Performs other related tasks.

Requirements

- Undergraduate degree in Business Administration, Accounting, Finance, or Commerce;
- Two (2) to five (5) years of experience in operational, accounting, or financial analysis;
- Experience in auditing financial transactions (an asset);
- Bilingualism is essential (French and English);
- Excellent knowledge of the MS Office suite, including the manipulation of files with macros and pivot tables in Excel;
- Knowledge of the Acomba (an asset).

Profile

- High level of accuracy, attention to detail and technical fluency;
- Ability to prepare and present complex quantitative and qualitative financial analyses in a clear and concise manner;
- Excellent written and verbal communication and interpersonal skills in both official languages;
- Ability to prioritize tasks;
- Ability to work under pressure and within tight deadlines in a fast-paced and continuously changing work environment;
- Possess a proactive approach to daily tasks;
- Methodical, precise, and detail-oriented;

- Punctuality and reliability;
- Versatility, rigour and autonomy;
- Demonstrated affinity for the values of the Nordik Group
- Positive and professional attitude; capable of working independently as well as being part of a dynamic team
- Ability to manage several tasks and projects at the same time;
- Tolerance to ambiguity and stress.

Salary

Based on the pay scale and benefits in effect at the Nordik Group.

Work schedule

Monday to Friday. Occasional evenings and weekends.

To apply

Please fill in the I-Recruitment job application questionnaire on our Careers page.

In this document, the masculine gender is used to lighten the text and is meant to be inclusive and used for both men and women.