

CONTROLLER

FULL-TIME • LITTLE BROWN JUG BREWING COMPANY • WINNIPEG, MANITOBA



OVERVIEW:

We are seeking a controller to join the Little Brown Jug team. The ideal candidate has strong technical skills, is detailed oriented, creative, eager to support a dynamic team, and able to thrive in a startup environment. More specifically the technical skills include: strong analytical abilities, experience in bookkeeping, an accounting designation, and proficiency in Excel and Quickbooks online.

COMPANY:

Little Brown Jug is a production brewery in an old livery on the edge of the Exchange District in Winnipeg, Manitoba. Since opening in December 2016, Little Brown Jug has built a driven, professional, dynamic team that is encouraged to take initiative and provide input to business decisions. We are seeking a highly motivated individual who will thrive in our horizontal structure.

Little Brown Jug's core values are Honesty, Community and Quality. These values inform everything we do, from how our product is produced, the community events we host, our relationship with our accounts, and how we engage with our team. As Little Brown Jug is a young company, the successful candidate will have opportunity to grow as the business does.

DUTIES:

- Maintain all bookkeeping in Quickbooks online
- Manage accounts payable
- Process payroll
- Analyze business cost structures
- Track budgeting, reconcile payments, identify deficiencies and propose cost controls
- Communicate with suppliers and identify savings

REQUIREMENTS:

- CPA designation or three years applicable accounting experience
- Superior Excel skills
- Proficient in Quickbooks online
- Detail oriented
- Takes initiative and works independently
- Strong verbal and written communication skills
- Coachable and an excellent team player
- Very strong organizational skills

HOW TO APPLY:

If you would like to apply, please email your cover letter and resume to **hr@littlebrownjug.ca**. In your cover letter, please answer the following questions in question/answer format:

1. State your applicable accounting experience and whether you have obtained a CPA designation.
2. Exemplify your technical skills using Excel, Quickbooks online and other applicable programs.
3. What is your career plan, and how does LBJ fit into this plan?

START DATE: MARCH 2019

REPORT TO: OWNER
