



JOB POSTING

(External Salary)

About the Job

POSITION TITLE: Senior Financial Analyst, Corporate Services
POSITION TYPE: Permanent
LOCATION: Kohl & Frisch Limited (Concord, ON)
DEPARTMENT: Finance

About Us

Founded in 1916, Kohl & Frisch Limited has a solid reputation in the healthcare industry that distinguishes it as the only national, Canadian-owned and operated wholesale distributor. A family-owned company, it is one of Canada's leading national distributors and is the essential link between pharmaceutical manufacturers and healthcare providers. Kohl & Frisch is fully equipped to service large chain retailers, independent pharmacies, clinics, and hospitals for all their Rx, OTC, home healthcare, and front shop needs.

About the Role

The Senior Financial Analyst, Corporate Services is a key member of the Finance team managing the company's treasury function to ensure ongoing compliance, while maintaining a strong emphasis on strategic planning, risk mitigation, and maximizing efficiencies through process automation. Other focused areas of responsibility for this role include: payroll accounting, financial & general accounting, as well as tax management where strong understanding of inter-functional linkages can create opportunities for continued productivity.

What will you do?

Treasury Management:

- + Accountable to maintain the treasury system and ensure smooth transaction of daily activities
- + Analyse & manage overall liquidity, loans and cashflow positioning
- + Liaise as the primary banking contact for day-to-day operations
- + Report and analyse key performance metrics including interest rate analysis, sales and inventory
- + Calculate and maintain compliance covenants
- + Liaise with stakeholders in pulling together daily cash forecasts
- + Develop & implement treasury policies & procedures to focus on strategic planning, risk mitigation, process automation and governance

Payroll Related Accounting:

- + Review bi-weekly payroll submissions including accruals and vacations calculations for posting into financial records
- + Reconcile and analyse payroll related accounts on monthly basis
- + Generate key labour reporting across all distribution centres (including overtime reporting)
- + Prepare and review Workers Compensation monthly compensation payments
- + File annual returns for Workers Compensations & Employer Health Tax
- + Reconcile Payroll Registers/Summaries to general ledger & T4s
- + Prepare and file pension statements and reports and benefits information as needed

Financial Reporting / General Accounting:

- + Compile annual budget for cost centres
- + Reconciliation and reporting of balance sheet accounts
- + Co-ordinate with functional stakeholders on payments
- + General ledger maintenance including review and setup of new accounts
- + Balance and close of financial subledgers monthly
- + Fixed Assets accounting and management, as needed
- + Ad hoc analysis, entries, and billings

Other:

- + File, process, and remit payments for commodity taxes and federal tax instalments
- + Manage commodity tax audits

- + Stewardship compliance reporting and stats Canada reporting as needed
- + Regulatory reporting including filing of regulatory monthly compliance submissions
- + Records management of contracts and agreements
- + Other projects, duties and tasks as required

What you bring

- + University degree in Accounting, Finance/Commerce
- + Accounting designation
- + 5+ years of finance experience, preferably in wholesale/distribution
- + Proven ability to be consistently detailed-oriented and accurate, with a high sense of urgency to escalate issues as required
- + Good steward of cash & financials with experience in banking systems
- + 2+ years background in cash/treasury management, payroll accounting and general ledger close
- + Clear and concise written and verbal communication & interpersonal skills to collaborate with cross-functional stakeholders and senior management
- + Adaptability to respond to changing market/industry conditions, new regulations or technological upgrades
- + Advanced skill level in Microsoft Office Suite including Excel (XLOOKUPS, Match, Index, Pivot tables)
- + Experience with ERP systems (Microsoft Dynamics preferred)
- + Proactive self-starter with a problem-solving and continuous improvement mindset

What's in it for you?

This position offers a salary range of \$85,000 – \$100,000, exclusive of discretionary bonus eligibility and our full benefits package. The final salary offered to the selected candidate will be determined by factors including location, relevant experience, skill level and education.

Additional Compensation (if applicable):

- Bonus or commission structure
- Pension Plan (eligibility after 18 months service)

Benefits:

- Health, dental, vision from day 1
- Personal Days
- Employee Assistance Program
- Opportunity for Professional Development
- Wellness programs
- Vacation Pay
- Exclusive memberships and discounts

How to Apply

If you are interested in applying, please submit a résumé and any other relevant documentation to: recruitment@kohlandfrisch.com.

Please ensure you specify the job title, **Senior Financial Analyst, Corporate Services** in the subject line of your email.

As part of our recruitment process we may use AI for initial screening and assisting in evaluating candidate qualifications. All final hiring decisions will be made by our recruitment team.

*Kohl & Frisch would like to thank all applicants for their interest. All applicants who received interviews will receive an update on their application status within **45 days** of applying. We value your interest in joining our team and strive to provide a timely, transparent hiring experience.*

Kohl & Frisch Limited welcomes applications from individuals with disabilities and provides accommodations upon request for candidates taking part in the selection process.