



5590 – 46th Ave S.E. ·P.O. Box 3309

Salmon Arm, British Columbia

Canada V1E 4S1

www.dinoflex.com

250 832-7780

We are hiring a team player to perform **Financial Analyst** duties in Salmon Arm, BC!

Dinoflex is a fast-growing company with dynamic goals which provides our employees with a challenging and rewarding workplace experience guided by our core values. **Passionately doing what is uniquely different is who we are.**

At **Dinoflex**, we embrace a set of core values. These values form the foundation from which we carry out work tasks, make decisions and conduct ourselves on a daily basis. **Safety Above All** tops our list of core values, followed by **Customer Intimacy, Employee Care, Business Innovation** and **Extreme Ownership**. The successful candidate will need to identify with these core values to be a positive member of the team.

Your job will be entirely at our headquarters in Salmon Arm, BC. We start you at **\$28.00 - \$30.00** per hour on a full-time basis, reporting to the Financial Controller.

You get two weeks of vacation each year and can be taken on an earned basis. Any vacation requests must first be approved by your supervisor.

If you do successfully complete the 90-day probation period, we welcome you to participate in the Extended Health Benefit Plan. This plan is 100% funded by Dinoflex so there is no cost to you.

You are entitled to five paid sick days per calendar year as per provincial regulations.

Your mission is to support the Controller by delivering accurate, timely, and insightful financial reporting while upholding sound accounting principles. This role is responsible for full-cycle period-end reporting, budgeting support, inventory and cost analysis, and compliance assistance, while leveraging data analytics and automation to improve reporting efficiency and strengthen financial decision-making across the organization.

You will be assessed on these objectives:

- Full cycle month end compilation and reporting including necessary adjustments with reasonable support.
- Ensure accurate accounting principles are upheld and financial reporting requirements.
- Deliver on monthly, quarterly, and annual financial reporting requirements.
- Assist in the annual budget process.
- Design, build, and maintain Power BI dashboards and reports that deliver meaningful financial and operational insights.



“We believe when we help our customers succeed, we succeed.”

- Automate and streamline data reporting functions.
- Inventory tracking, reporting and product costing.
- Identify, recommend, and assist with implementation areas for process improvement.
- Assist the Controller with compliance filing to CRA and International authorities.
- Assist the Controller with implementation projects and various accounting functions.

To be successful you will need to be competent in the following skills:

- Be coachable.
- Follow-through.
- Correctly follow directions.
- Be reliable and dependable.
- Work with minimal supervision.
- Accurately pay attention to detail.
- Able to be an effective team-player.
- Be genuinely curious about your work.
- Operate with a Safety Above All attitude.
- Be passionate about doing something that is uniquely different.

We look forward to receiving a resume from you! Please send your cover letter and resume to HR@Dinoflex.com. The successful candidate will be contacted for an in-person interview and can start working with us soon.



“We believe when we help our customers succeed, we succeed.”