



**Position Title:** Corporate Controller – 15-month Maternity Leave Position  
**Location:** Burnaby, BC  
**Reports To:** Chief Financial Officer

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### **Summary:**

Greenlane Renewables Inc., headquartered in metro Vancouver, Canada, is a leading global provider of biogas upgrading systems that are helping decarbonize natural gas. Our systems produce clean, low-carbon and carbon-negative renewable natural gas (RNG) from organic waste sources including landfills, wastewater treatment plants, dairy farms, and food waste, suitable for either injection into the natural gas grid or for direct use as vehicle fuel. With multiple core technologies, more than 125 biogas upgrading systems sold into 19 countries and counting, and over 30 years industry experience and patented proprietary technology, Greenlane is inspired by a commitment to helping waste producers, gas utilities or project developers turn a low-value product into a high-value renewable resource. Greenlane is a publicly-traded company on the Toronto Stock Exchange (TSX: GRN).

The Corporate Controller will be responsible for leading the finance team and the day to day accounting and financial reporting activities of the Company, for the purpose of generating timely and accurate monthly financial information together with cashflow projections and budget forecasts including oversight of project accounting. In this role you will lead the quarterly and annual financial report preparation and audit and will be responsible for the completion of full-cycle accounting for Greenlane. Responsibilities will include month-end, quarter-end and year-end reporting, forecasting, budget preparation (including monthly reforecast) and statutory and tax reporting. In partnership with the Chief Financial Officer, you will lead and work closely with other members of the Finance team in establishing and managing a robust, efficient and superior finance function within Greenlane.

### **Key Duties and Responsibilities:**

- Managing all aspects of corporate and operational accounting, regulatory and financial reporting.
- Manage the preparation, consolidation and reporting of monthly financial information to Management and the Board.
- Responsible for the preparation of quarterly and annual consolidated financial statements, Management Discussion and Analysis and other financial corporate governance documents (as needed), in accordance with IFRS and BC Securities rules.
- Lead and oversee the audit process by having responsibility for the preparation of working papers and audit schedules, liaising with external auditors as required.
- Oversight of project accounting including monthly revenue recognition.
- Preside over the preparation of the financial budget, providing effective financial analysis to company leadership from time to time.
- Responsible for day to day cash management procedures and ensuring cash management and forecasting is a core focus for the business.
- Promote proper financial and operational controls, adhering to policies and procedures while also identifying opportunities for improvement.
- Oversee testing of internal controls by external third party.
- Working with the operations team to track project spending against budget, reconcile as required and reforecast as necessary.
- Review and approve multinational payroll.
- Provide accounting guidance and mentorship to members of the accounting team (team of 4).
- Responsible for Canadian, US and European tax compliance and regulatory reporting.
- Support finance team initiatives and process improvement projects.

### **Education and Experience:**

- CA / CPA designation plus a minimum of 10 years of experience in a senior level role (post designation) with strong financial reporting and technical accounting knowledge.
- 7+ years of experience in publicly-traded company is required; experience in a big 4 accounting firm would be considered an asset.
- Strong working knowledge of IFRS and public company reporting requirements.



- Solid business judgement and strong controllership focus.
- Strong analytical, organizational and management skills, with an ability to adapt to multiple demands, set priorities and achieve results on a timely basis.
- Reliable and dependable, with the ability to meet the requirements associated with month-end, quarter-end and year-end financial reporting and accounting deadlines.
- Strong computer skills, with advanced Microsoft Excel and SAP ERP skills. Working knowledge of SAP B1 ERP system would be considered an asset.
- Strong work ethic and the ability to provide exceptional teamwork in order to fully support the Chief Financial Officer in meeting tight deadlines.
- Excellent communication skills, both written and oral and ability to work with international colleagues.
- Great attitude, personable, courteous and a great team player.
- Can-do, positive, proactive attitude and solution-oriented mindset, and capable of working independently with minimal supervision.
- Detail-oriented, accurate and well organized.
- Ability to work under pressure and stay focused in a fast-paced environment.

**How to Apply:**

We are an equal opportunity employer and invite applications from all qualified individuals. To apply for this opportunity please send your resume and cover letter via LinkedIn Recruiter or [hr@greenlanebiogas.com](mailto:hr@greenlanebiogas.com) with Corporate Controller in the subject line. While we thank all interested candidates only those who are short-listed will be contacted.