



# Hemisphere ENERGY

## **Controller – Public Oil & Gas Company**

**Company:** Hemisphere Energy Corporation

**Location:** Vancouver or Calgary (remotely)

**Industry:** Oil & Energy | Public Company

**Reports To:** CFO

**Hemisphere Energy Corporation, with its head office based in Vancouver, is a publicly listed Canadian oil & gas company with diversified upstream assets and long-term growth plans.** We are seeking a capable, hands-on **Controller** in **Vancouver** or **Calgary** to manage full-cycle accounting, corporate reporting, and financial governance while supporting the CFO with financial modeling, capital markets reporting, and process optimization.

This is an excellent opportunity for a self-starting finance professional looking to make a meaningful impact in a **junior public oil & gas company** and grow in a dynamic organization.

## **Key Responsibilities:**

### **Financial Reporting and Month-End**

- Maintain full month-end, quarter-end, and year-end close (full-cycle GL and working papers)
- Preparation of quarterly and annual consolidated financial statements and MD&A to IFRS and public company standards with the CFO
- Ensure accurate reconciliations, journal entries, and accruals
- Oversee revenue, production, OPEX, and CAPEX accounting
- Work closely with production accountant, A/P and payroll
- Work closely with operations on production and financial data alignment
- Prepare and review LOS, CAPEX/workover, inventory and internal reports

### **Corporate and Public Company Responsibilities**

- Manage annual and interim audits including periodic walkthroughs
- Prepare and submit periodic filings required for industry, government and regulatory bodies
- Manage accounting for stock-based compensation and equity transactions
- Oversee treasury and cash management activities and weekly working capital reporting
- Support tax compliance, planning, and provision work
- Develop KPIs, peer comparisons and analysis for management and board reporting
- Assist with capital markets and investor reporting
- Work with the Company's insurer and prepare annual application data
- Assist the CFO with rolling projections, tax planning, annual guidance and variance analysis

**Continuous Improvement and Growth Initiatives**

- Identify and drive process improvements and automation
- Support/lead ERP upgrades and system optimizations
- Develop near real-time reporting capabilities
- Strengthen controls around inventory, carbon tax, and regulatory items
- Improve documentation of accounting policies and procedures
- Build scalable processes to support future growth and acquisitions

**Qualifications**

- CPA designation
- 5+ years of oil & gas industry experience
- Experience in a public company
- Advanced Excel skills
- Experience with ERP accounting systems
- BI business intelligence platform experience an asset
- Strong communication, organization, and leadership skills

**What Success Looks Like**

- Timely, accurate, and pro-active reporting
- Efficient, low-friction audit processes
- Strong internal controls and governance
- Faster, more automated reporting workflows
- Scalable systems supporting growth
- Trusted support partner to the CFO and leadership team

**Compensation**

- Base salary \$120,000 to \$150,000 will vary based on factors such as job-related knowledge, skills and experience
- Competitive annual bonus
- Long term incentive plan
- Full benefits package

Please send your resume and cover letter to [careers@hemisphereenergy.ca](mailto:careers@hemisphereenergy.ca).

We thank all applicants for their interest; however, we will only be contacting selected candidates for follow-up.