



Join **Stornoway** and become part of a great team, operating Québec's first diamond mine, Renard.

Position:	Diamond Controller	Posting	August 6, 2018
Department:	Corporate	Application Deadline:	August 27, 2018
Location:	Longueuil or Toronto	Posting Number:	SWY-AFF-2018-MK01
Schedule:	40 hours per week		

Reporting to Manager of Marketing Operations and working closely with every level of Operations' staff and management, the Diamond Controller is responsible for controls and process improvement, tracking, data analysis, reconciling and reporting on the product's value chain, from the early stages of production to the sale. The diamond controller is responsible and accountable for all activities related to the control, reporting and optimization of diamond operations.

In addition, The Diamond Controller will assist the Manager, Marketing Operations with continued integration of DVM (Diamond Value Management) and with sales and operations reporting, by providing meaningful reporting, derived from in-depth analyses on controls, processes, performance and valuation. The Diamond Controller partners with the Operations team and industry specialists on strategic projects to address issues and opportunities.

The position is based at Stornoway's Longueuil office or Toronto's office, depending on the selected candidate. Regular scheduled travel to the Renard mine site, the Toronto or Longueuil and Vancouver offices and, on occasion, Antwerp will be required.

Responsibilities

- Assist with the implementation of Diamond Value Management at the Renard Mine Site;
- Compile weekly DVM Steady State and Diamond Size Frequency analysis package, and identify areas of improvements and opportunities;
- Monitor diamond defalsifying, cleaning, sieving and diamond shipment activities for compliance to procedures and controls;
- Monitor and identify anomalies in recoveries and expected losses through the various steps of the value chain;
- Reconcile and understand movement of stock from production cycles to shipments and final sale;
- Manage and administrate the inventory accounting system (Fantasy);
- Monitor and supervise the sales cycle valuation process and address all GDV related matters. Act as point of contact with Revenue Quebec for all valuation related issues;
- Liaise with the finance department and external auditors with regards to periodic stock inventory audits;
- Work with the finance team and the internal auditors to define and implement corrective action plans to remediate any deficiencies found in internal controls, within the Diamond Value Management function;
- Provide the accounting department with the necessary information/reports for monthly, quarterly and yearly reporting;
- Provide monthly reporting of production sales to external investors;
- Analyze and report on sales cycle performance KPI and indices;
- Develop and continuously improve product cleaning, sieving, exporting and valuation procedures.

Qualifications:

- 3 to 5 years of experience working with complex data analytics, advanced statistical analysis, especially data modelling and analysis of variance;
- Results-oriented, autonomous and resourceful;
- Possesses strong analytical, problem-solving and decision-making skills;
- Ability to think cross functionally, join data from various sources, and draw meaningful conclusions/develop innovative solutions;
- Familiarity with statistical control charts and other similar types of graphical representations of processes is an asset;
- Strong computer literacy including advanced Microsoft Excel skills and adaptability to ability to learn and manage new software solutions. Experience with Power BI is desirable;
- Experience with facilitation of risk assessment and maintenance of risk inventory/logs;
- Familiarity with goods inventory systems or ERP;
- Exercises confidentiality and discretion, responsible with company sensitive information;
- Exemplary attitude toward Health and Safety;
- Strong written and verbal communication skills in both English and French is required;
- Must be flexible to travel;
- Interest and ability to work in a multicultural workplace.

INTERNAL application:

Duly complete the internal posting form and return it to the human resources representative in your sector.

EXTERNAL application:

Send your resume and cover letter to: hr@stornowaydiamonds.com. Please **indicate the reference number SWY-AFF-2018-MK01 Diamond Controller in the subject line of your email** and in your cover letter.

We appreciate all those who are interested in this position; however, only candidates selected for an interview will be contacted.

For more information

www.stornowaydiamonds.com | hr@stornowaydiamonds.com