



Climate Smart Services is an ecosystem management and commodity marketing firm. We offer full assessment, planning, marketing services, ecosystem management, and specific consulting and service delivery tailored to unique components in each client's diverse ecosystem needs.

**We are currently seeking a full-time Accountant to execute daily full cycle accounting operations.**

Under the supervision of the Financial Controller, the duties and responsibilities of the Accountant include, but are not limited to, the following:

- Responsible for medium to complex accounting activities associated with maintaining ledger accounts and for developing project based financial statements and reports;
- Reviews and/or processes billing/invoicing and enters data into the accounting databases;
- Researches and resolves accounts receivable issues;
- Reviews payroll hours prior to processing in Ceridian and the accounting software;
- Reviews weekly supplier payment proposals within the cash management system;
- Oversees supplier data management and supports supplier reconciliations;
- Analyzes records of financial transactions to determine accuracy and completeness of entries within a project accounting basis;
- Creates month-end accounting entries and closes month-end accounting books;
- Reconciles balance sheet and profit/loss statement;
- Prepares draft income statement, balance sheet, and various other accounting statements or financial reports for management reference;
- Analyzes accounting variances and prepares variance to budget explanation and KPI reports;
- Creates and presents cash flow projection reports;
- Researches, collaborates and submits grant applications;
- Reads and interprets contracts, legal documents, and other agreements;
- Participates in system setup, conversions, or enhancements as directed;
- Provides monthly and ad-hoc reporting to management;
- Leads and coaches a team of Bookkeepers recording daily transactions; and
- Lead contact with external accountant to prepare corporate income tax returns.

The successful candidate will possess the following qualifications:

- Minimum Three (3) years of relevant professional accounting experience;
- CPA designation or actively nearing completion;
- Post-secondary education in Accounting, Finance, or a related field;
- Comprehensive knowledge of Generally Accepted Accounting Principles (GAAP) and Financial Accounting Standards Board (FASB) regulations;
- Ability to calculate intermediate to advanced figures such as percentages, revenue sharing, and/or commissions;
- Ability to perform intermediate to advanced financial analysis;
- Advanced understanding of accounting and bookkeeping concepts;
- Ability to assist with budget and forecast preparation;
- Strong problem solving, analytical and quantitative skills;
- Advanced skills in MS Office Suite applications and QuickBooks with the ability to design and produce various ad-hoc reports;
- Experience in accounting within a construction or project environment is an asset; and
- Experience supervising or as a Team Lead is an asset.



Climate Smart Services offers a competitive employment package in a friendly and collaborative work environment. This position can be remote anywhere in Saskatchewan, with some travel to our main office located in Prince Albert, SK.

Kindly forward your resume and cover letter via email to [recruitment@e2rsolutions.com](mailto:recruitment@e2rsolutions.com)

Climate Smart Services is strongly committed to Diversity, Equity and Inclusion and champions creating a healthy, accessible, and rewarding work environment which highlights employees' unique contributions to our company's success.

We welcome applications from all, including equity-deserving groups such as Indigenous peoples and visible minorities, to help us build a diverse workforce which reflects the diversity of our customers, and communities, in which we live and serve. For those with disabilities, reasonable accommodations can be provided at any stage of the interview process upon request.

Climate Smart Services thanks all candidates for their interest; however only those selected to continue in the process will be contacted.

For more information, check us out online at <http://climatesmartservices.ca/>