

ACCOUNTANT

Genesis Land Development - Calgary, AB

AUGUST 2017

For more information, please contact:
human.resources@genesisland.com

genesisland.com

Company Overview

Genesis is a Calgary, based award-winning land developer, creating innovative and successful communities in the Calgary Metropolitan Area, and is also a residential homebuilder through its subsidiary Genesis Builders Group. Genesis is committed to supporting its communities through partnerships like the Genesis Centre of Community Wellness and Genesis Place Recreational Centre. The Corporation's common shares are listed on the Toronto Stock Exchange (TSX: GDC).

At Genesis we believe in the power of relationships. We take pride in our work and our organization. We dare to dream and above all, we value integrity. We offer competitive wages, employee home purchase program, one of industry's best health & benefit packages, continuing education reimbursements, and career growth within the Genesis team.

Position Title: Accountant
Reports To: Divisional Controller - Land
Job Type: Full-Time Permanent
Location: Calgary, AB

The Accountant is an integral part of the Genesis accounting team. The successful candidate will have an established track record in accounting, be technically proficient, and flexible with taking on, learning, and adjusting to all new tasks assigned.

Role Responsibilities

- Month-end and quarter-end schedules
- Analysis of balance sheet and income statement accounts including: bank and loan reconciliations, accounts receivable reconciliation and analysis, revenue and expense analysis, capital asset schedules and amortization, and intercompany accounts.
- Analyze and reconcile general ledger accounts
- Prepare journal entries and job cost entries including accruals
- Prepare various job costing reports for operational departments
- Daily monitoring of bank accounts and work with the Controller to ensure adequate balances in all accounts
- Work with other team members to ensure that tasks are completed timely and accurately
- Additional hours may be required during month-ends and quarter-end in order to meet deadlines
- Other ad hoc/ special project reporting and analysis as required

Competencies and Skills Required:

- Two to three years of experience in a full cycle accounting role.
- Experience in land development, home building and/or public company experience would be considered an asset.
- Chartered Professional Accounting (CPA) designation, or is currently enrolled.
- Proficient in Microsoft Excel
- Familiarity with Sage300 CRE/ Sage Timberland/ Home Front accounting software is considered an asset.
- Self-starter, proven time management skills, good attention to detail and problem solving skills, always results driven and have a passion to take ownership and own results
- Ability to work independently and within a team, and is willing to learn.
- Excellent written and verbal communication skills
- Ability to maintain confidentiality regarding all business and employment issues

All interested and qualified applicants please apply by sending your resume to Human Resources Department at human.resources@genesisland.com with the subject line "Accountant".

We thank all applicants for their interest; however only those selected for an interview will be contacted. No telephone or agency inquiries please.