



# Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

Toll Free Fax: (877) 825-7564

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# Job Board Posting



Careers.Indigenous.Link

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## Corporate Accounting and Reporting Specialist

<b>Job ID</b>	<b>3365-8266</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=3365-8266">https://careers.indigenous.link/viewjob?jobname=3365-8266</a>	
<b>Company</b>	CEDA	
<b>Location</b>	Calgary, Alberta	
<b>Date Posted</b>	From: 2019-07-26	To: 2050-01-01
<b>Job</b>	Type: Full-time	Category: Engineering

### Description

#### Key Duties and Responsibilities

- Prepare and analyse monthly financial reports for management, our owners and the board of directors
- Prepare quarterly dashboard reports and Board Meeting financial reports
- Accurately and reliably manage the preparation and distribution of internal financial statements and variance reports
- Assist in the management of monthly closing process, including analysis of accounts
- Draft financial statements in compliance with IFRS, including all required disclosures
- Oversee department account reconciliations
- Maintain and enhance internal accounting controls over financial reporting
- Coordinate, develop and update written policies and procedures over the financial reporting process
- Support month-end and year-end close processes, including responding to queries from external auditors
- Act as the main point of contact with external auditors through year-end audit and other engagements
- Responsible for the accurate and timely preparation and filing of all Canadian federal and provincial corporate income tax returns for all CEDA entities
- Manage and review monthly GST/HST/PST reconciliations, returns and monthly remittances
- Responsible for assistance with the tax accounting for all CEDA entities as applicable
- Manage relationships with external tax advisors
- Assess and research accounting implications of significant financial transactions
- Identify, analyze and reconcile inconsistent information and recommend adjustments where necessary
- Liaise with corporate department leads to facilitate forward looking financial information preparation and monitoring
- Assist with various projects and other duties as required

#### Role Specifications

- A minimum of 2 years of relevant post-qualification experience required
- A minimum of 5 years of related work experience

- CPA designation required
- Advanced knowledge of IFRS
- Experience in Canadian tax compliance is an asset
- Microsoft AX experience is an asset;

#### Personal Characteristics

- You can see through numbers and reports, you don't take them as face value
- You're a true partner to the business and contribute to the success of each business unit or corporate department
- You're a master at the details listed above - you can work on your own and are ambitious to take the next steps in your career

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be an exhausted list of all responsibilities, duties and skills required.

For more information, visit [CEDA for Corporate Accounting and Reporting Specialist](#)