

## **Junior Accountant, Vancouver BC**

### Creative Energy Overview

Recognized as a market leader in innovative and low carbon energy solutions, Creative Energy designs, builds, owns, and operates sustainable district energy systems across Canada. In addition to owning and operating one of Canada's largest thermal networks in downtown Vancouver, we provide value to developers, landowners, end-users, and the broader community through flexible thermal and electrical neighbourhood energy systems. Our innovation and ability to tailor low carbon energy solutions to our clients' needs is our competitive advantage; projects in service or being developed include ocean-source and geo-field heat exchange systems and large scale electrical thermal energy generation. Creative Energy is always looking for talented people to bring new ideas, forward-thinking and the motivation to help shape the growth of our business in Canada and beyond.

### Role Overview

Creative Energy is currently hiring a Junior Accountant to join their Finance Team. This is an exciting entry-level role that is designed to support the candidate as they move through the training for their CPA designation with dedicated mentoring and continuously expanding responsibilities. The right candidate will be a self-starter with a strong interest in their own professional growth and development.

### Key Responsibilities

- Preparation of weekly cash flow and forecast, monthly bank reconciliations
- Full cycle accounts payable, including proactive vendor management and ownership of accrual schedules and related journal entries
- Full cycle accounts receivable for legacy systems, including analysis of customer consumption trends and follow up with the relevant engineering teams, and professional and prompt communication to customer inquiries
- Completion of periodic GST/ HST, PST, WCB, union and pension filings, including assistance with responses to inquiries from tax authorities
- Preparation of monthly and annual journal entries and account reconciliations as needed
- Assistance with the preparation of working papers for the annual audit and income tax compliance

### Qualifications

- Degree or Diploma in Accounting or Business
- 1+ years of relevant accounting experience

- Proficiency in Excel and high competency or a willingness to learn additional accounting systems
- Excellent verbal and written communication skills with a focus on the ability to convey financial information to individuals with non-accounting backgrounds
- Has the ability to work independently, follow instructions, and a strong attention to detail
- Proven self-starter with the ability to work independently in a high paced environment
- Strong time management skills with the ability to multi-task and prioritize to meet multiple deadlines

## What to Expect

- Competitive salary based on candidate's experience
- Comprehensive benefits package including employer matched RRSP
- Opportunity to work in an established Company with a proven track record that is currently undergoing a period of exceptional growth

## Interested?

If you are interested in joining us, please submit your resume and cover letter to [careers@creative.energy](mailto:careers@creative.energy)