

POSITION: ACCOUNTING ANALYST
LOCATION: RICHMOND, BC

Summary

Corix helps communities build and manage infrastructure for water, wastewater and sustainable energy. Our services range from providing products for water and wastewater distribution systems to turnkey multi-utility systems management.

If you're someone who is able to navigate through any challenge and are looking for a long term career with a chance to have fun at work, you will fit right in. Corix has an immediate career opportunity for an Accounting Analyst based out of our Richmond office who will be responsible for maintaining the accounting records, analyzes those records and prepares working papers for review and deals with accounts payable for our Utilities Business Unit. This position requires an individual comfortable working under tight deadlines in both a team environment and individually. This position offers a competitive salary and comprehensive benefits package which includes, health, dental and vision care.

The successful candidate will need to meet the following qualifications and experience:

Essential Functions

- Maintaining accounting records, which includes:
 - calculating monthly revenues and cost of gas;
 - analyzing and preparing a variety of monthly account reconciliations;
 - preparing and reviewing customer invoices;
 - reviewing and coding incoming vendor invoices;
 - preparing and reviewing monthly commodity tax remittances;
 - ensuring all appropriate accounting entries are accrued or processed; and
 - preparing, in good form, non-consolidated financial statements.
- Analyzing and maintaining the accounting records for significant capital and non-capital projects including:
 - tracking, analyzing and coding of all project expenditures and reporting against project budgets and forecasts;
 - creating and providing work-in-progress and other ad hoc reports to various levels of management;
 - analyzing and reconciling all balance sheet accounts related to the projects; and
 - working closely with project managers to ensure the accuracy of results and the availability of real-time year-end/project-end forecasts.
- Maintaining analyses of complicated accounting activities such as unbilled revenues, gas cost reconciliation accounts (GCRA) and deferral accounts, and ensures compliance with GAAP as well as BCUC and Water Controller orders.
- Developing and maintaining reports and continuity schedules for Finance and Operations management to facilitate analysis and decision making.

- Preparing a variety of monthly account reconciliations for the Utilities Business Unit and its subsidiaries, including preparing and inputting appropriate correcting and/or adjusting journal entries.
- Preparing working papers and analysis for the interim reviews and year-end audit; including analysis comparing current year actuals to budget, current year actuals to prior year and current year actuals to previous quarter.
- Applying basic accounting principles to accurately assess information and determine required action.
- Other duties as may be required from time to time

Knowledge, Skills and Abilities

- Demonstrated abilities include:
 - Independent planning, prioritizing and coordinating of diverse set of activities to meet targets in a work environment with changing priorities and frequent interruptions.
 - Analytical problem solving abilities
 - Analytical and problem solving abilities along with a solid attention to detail.
 - Creation of concise and clear communications (letters, memorandums, summaries, etc.) and presentation of them in a professional and diplomatic manner.
 - Use enterprise accounting solutions and the Microsoft Suite.
 - Working successfully in a team environment as well as independently.

Minimum Qualifications

- Three (3) years experience in accounting at a senior level with a strong emphasis on financial analysis.
- Enrollment in a recognized accounting program such as CGA/CMA or equivalent.
- Excellent verbal and written communication skills
- Result-focused, customer-centric, self-motivated individual with project management experience.

If you possess these skills and qualifications, we invite you to submit your resume in confidence quoting competition #7B-514 to:

Human Resources | careers@corix.com | Fax 604.697.6739 | WEB:www.corix.com