



Financial Accountant, Revenue Producing Properties

We are seeking an exceptional Financial Accountant to join the Revenue Producing Properties division of our Finance Department and provide financial accounting and reporting support.

About us

We:

- empower our people to strive for creativity, uniqueness, and distinction.
- are driven by values of Integrity, Commitment, Innovation, Attention, Balance, Gratitude, and Leadership.
- have a Commercial portfolio of over 2million sf existing portfolio plus additional development potential of over 1Million sf.
- are actively pursuing portfolio growth opportunities.
- have been shaping real estate in Ottawa for 60 years.
- are proud of our fun and professional environment that promotes and rewards learning, development, and success.

About the role

The Financial Accountant is responsible for:

- Monthly, quarterly, and annual property financial statement preparation.
- Investor combined financial statement preparation.
- Balance sheet account reconciliation.
- Providing assistance to Property Managers with the preparation of annual CAM, property tax and insurance reconciliations.
- Journal entry creation and posting.
- Providing assistance to the Property Manager with the preparation of project annual budgets and cashflows.
- Job cost accounting for capital projects (including preparation of draw requests).
- Ad-hoc reports as needed.
- Serving as primary point of contact on accounting and financial reporting matters for the Property Manager.

About you

You have:

- A high degree of accuracy.
- The ability to meet tight timelines.
- A mature, pleasant and professional demeanor.
- The ability to effectively prioritize and execute multiple tasks.
- Superior organizational skills and the ability to process large volumes of information.
- The ability to manage changing and conflicting priorities.
- A proven ability to prioritize daily deliverables based on urgencies.
- A minimum of 1 year of finance or accounting experience.
- Exceptional capabilities in Microsoft Excel.
- A proven use of SQL and VBA or similar is preferred
- A post-secondary education or suitable professional training and experience.

We offer a dynamic opportunity with an attractive base salary and benefits.

Should Regional Group and this position be a good match for you, please email your cover letter and resumé to: recruiting@regionalgroup.com.

If you are an applicant with disabilities and require accommodations, please let us know in advance so that we may arrange for their provision.