

## Staff Accountant

Cancarb is a leader in the development, manufacture, and global marketing of medium thermal carbon black. With a capacity of 54,000 metric tonnes per year, our plant in Medicine Hat, Alberta, Canada is the world's largest of its kind. Consistent with our commitment to environmental responsibility our plant is combined with a waste heat power generating facility. The company's Thermax® brand products are supported by local distributors in 44 countries.

We are looking for talented people who have energy for change, can build relationships, and deliver sustainable results.

### Responsibilities:

Reporting to the Controller, the Staff Accountant is responsible for a variety of daily, monthly, and year end accounting tasks. This position also provides coverage and full-time support for current accounting staff and the payroll administration function.

### Qualifications:

- CPA designation considered an asset.
- 3 years relevant experience.
- Strong knowledge of generally accepted accounting principles and practices.
- Knowledge of Microsoft Office, and advanced proficiency with Excel.
- Experience working with ERP systems; Dynamics AX experience considered an asset.
- Able to respond quickly within a fast-paced, high-pressure, deadline sensitive environment.
- Accurate and detail-oriented with sound judgment and integrity.
- Strong analytical and problem-solving skills combined with a keen attention to detail and good organization skills.
- A self-starter with strong interpersonal communication skills.
- Experience in a manufacturing environment is considered an asset.

### This position requires candidates to:

- Support the preparation of timely monthly financial statements.
- Complete daily and monthly banking tasks.
- Process AR related tasks.
- Process AP related tasks.
- Support inter-departmental requests.
- Process GST and CRA monthly reporting requirements.
- Prepare parent company reports.
- Monitor and report on capital expenditure projects.
- Provide backup and support for current accounting staff.
- Provide backup for payroll administration.
- Provide intermittent front desk support.

We offer a dynamic, team-oriented, and individually rewarding work environment, including a competitive compensation package.

Those who satisfy the above requirements and are interested in applying for this position are invited to send their resume, quoting "**Staff Accountant**" to [recruitment@cancarb.com](mailto:recruitment@cancarb.com), by July 10, 2022.

Thank you for your interest. Only candidates considered for an interview will be contacted.