



Senior Accountant

We are looking to expand our finance team by hiring a Senior Accountant. This role would report directly to the Corporate Controller (CC), who oversees the Financial Reporting and Internal Control functions of the company. We are looking for an individual who is a team player, thrives in a fast-paced environment, is detail-oriented and can manage highly confidential information with a high level of integrity and discretion.

Responsibilities (with oversight from CC):

- Processing and managing day-to-day corporate accounting functions and practices in a fast-paced environment, with an exceptional ability to prioritize and multi-task meeting tight deadlines.
- Executing various other financial reporting duties, including financial statement and MD&A preparation.
- Assist in the development and preparation of quarterly financial reports and presentations as required.
- Corresponding between department staff to reconcile and authenticate their data.
- Processing all government remittances including HST, Payroll Liabilities, Record of Employments, WSIB, and EHT.
- Observe activity of cash accounts and record all transactions.
- Handle monthly bank reconciliations.
- Document credit card usage.
- Process Payroll and related remittances.
- Prepare cheques and monitor invoices and other accounts payable activities.
- Analyze ongoing general ledger account.
- Stay abreast of accounting pronouncements, financial policies, legislation and regulations.
- Prepare journal entries and supporting work papers and accompanying notes.
- Assist in the management of day-to-day banking and budgeting activities as required.
- General office tasks as needed.

Qualifications, Skills and Experience:

- 2-4 years of relevant experience in a large accounting firm is desired.
- An undergraduate degree in business is required (degree in accounting or finance is desired).
- CA, CPA accounting designation is a requirement (completed or on track to complete).
- Strong understanding of financial statements and public company reporting.
- Microsoft Dynamics GP experience is an asset.
- Tax and payroll knowledge are considered an asset.
- Excellent communication skills.
- Well-organized, detail-oriented and enthusiastic.
- Self-starter with the ability to work with little supervision. The role will be primarily working remotely at first.
- The ability to prioritize and manage multiple assignments.
- Advanced Microsoft Excel skills.

Battle North Gold Corporation fosters a work environment in which all individuals are treated with respect and dignity. The Company does not discriminate on the basis of race, colour, religion, gender, national origin, age, sexual orientation or disability or any other category protected by Canadian federal or provincial laws and regulations.

Please submit your resume via email to kcanario@battlenorthgold.com and reference **2020-SA** in the subject line.

We gratefully acknowledge all applicants but only those selected for an interview will be contacted.

www.battlenorthgold.com