

Title: Junior Project Accountant

Term: Permanent, Full-Time

Location: Coquitlam, BC

Date Posted: October 2, 2017

Closing Date: Open Until Filled

ROKSTAD STRATEGIC INTENT

We are the only family-orientated energy infrastructure company that employs highly-skilled professionals who deliver industry-leading solutions and techniques that enable power system owners and operators -- across North America and expanding around the world - to deliver power in an era of aging infrastructure and increasing energy demands.

SUMMARY

The Junior Project Accountant will be an active member of the Rokstad Finance Team and will partner with the Rokstad business teams to deliver results on various Transmission & Distribution (T&D) projects. The successful candidate will exhibit a high sense of urgency, and the ability to view obstacles as opportunities and deliver result in a dynamic & growth oriented business environment. The Junior Project Accountant will manage multiple projects of varying complexities and implement financial management practices, processes, and procedures with a focus on program work.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Prepare, examine, and analyze project accounting data, management accounts, and other financial reports to assess accuracy, completeness, and conformance to reporting and procedural standards;
- Monitor financial and non-financial key performance indicators ("KPIs") and report on Project team performance against pre-established KPIs; review and analyze project reporting;
- Prepare periodic reports that compare budgeted costs to actual costs and forecast costs and analyzes any variances;
- Help formulate and implement continuous improvement projects/initiatives to drive project profitability in accordance with budget expectations for the projects;
- Ensure timely and accurate transaction processing including assisting in the creation, submission, and collection of invoices; review and report on project costs through review of project purchase orders and vendor Invoices;
- Prepare and enter project related journal entries;
- Work on various broader finance and business initiatives or perform other related duties as required.

JOB REQUIREMENTS

- Solid technical financial skills to drive business decision support and technical accounting on construction and maintenance projects; Specific experience with Project accounting/finance experience an asset;
- Polished communicator with solid interpersonal skills with ability to seamlessly partner with non-finance business teams and build effective relationship as trusted business advisor;
- Ability to read and interpret commercial contracts of various complexity an asset;
- Driven professional with high level of initiative; ability to demonstrate proactive approach to problem solving;
- Result orientation and accountability driven to deliver on goals and objectives;

- Ability to cut through complexity to identify issues and implement corrective actions on a timely basis;
- Inquisitive, not afraid to questions and investigate alternatives before recommending solutions;
- Detail orientation and ability to dig deep and perform analytics to draw insights from data;
- Strong process focus, passion for simplification & digitization and process improvement;
- Advanced knowledge of Microsoft Excel;
- Experience with Explorer Contractor software or similar construction ERP an asset;
- Adaptable work style with ability manage multiple priorities with deadlines and deliver results with quality;
- Occasional travel may be required to Project Locations in US and Canada.

EDUCATION, EXPERIENCE AND/OR CREDENTIALS

- Bachelor degree in Accounting, Finance or Business;
- Accreditation with an Accounting designation or actively working towards;
- Minimum two (2) years of Finance experience;
- Project Accounting experience an asset;
- Industrial/commercial construction experience an asset.

CORPORATE COMPLIANCE RESPONSIBILITIES

We care about our internal and external customers – loyalty is earned.

- Listen, and listen more, to better understand – you get excited about opportunities to help others.
- Own customers’ challenges to deliver unique solutions – you recognize that it’s our privilege to serve customers because without “them,” there is no “us.”
- Focus on what is “important” as opposed to “urgent” – you focus on the big picture rather than getting lost in the details.
- Express thanks to those who help us constantly improve – you recognize and embrace constructive criticism.

We strive for safety excellence – practice safety within the workplace, our homes, and at play.

- No compromise on safety – make safety a thought, an action, a cornerstone belief in everything you do.
- Live safely for yourself, your team, and your family – you work together to ensure safety for all.
- Learn and improve from past experiences – lessons learned fuel our future successes.

We create a great workplace by filling it with spectacular people – set expectations high, have fun, and celebrate our successes.

- Succeed through professional and personal growth – take ownership of your own success.
- Always be a Rokstad ambassador – take pride in opportunities to share your beliefs, learnings, strengths, and ideas.
- Respect the unique contribution that every employee brings to the table – be open to learning and growing from employees who move Rokstad forward and help you achieve more.
- Place importance on effectiveness rather than effort – work smarter, by being conscious of your current levels of productivity, health, and happiness.

We take pride in what we do – how we show up is important

- Be part of the solution – you problem solve rather than complain, gossip, or cut others down.
- Know when to lead, know when to follow – check your ego at the door.
- Pursue improvement ... relentlessly – you make continual changes to grow.
- Strive to achieve the best results – you have higher expectations of yourself than Rokstad has of you.

- Embrace change – you understand that markets change, competition changes, and technology changes.

We stand among the very best – doing it right makes our reputation even stronger

- Act in Rokstad’s best interest – as though you are an owner.
- Say what you mean, mean what you say –One dishonest action can ruin a lifetime of goodwill.
- Demonstrate trust in order to gain trust – an honest day’s work for an honest day’s pay.
- Lead by example – you recognize that your actions are always being observed, and actions speak louder than words.
- Seek first to understand before seeking to be understood – you avoid drawing ill-informed conclusions or assumptions.

We respect our position in the broader community – act in accordance with our culture and values

- Build and support the communities where we work and live – make the world cleaner, safer, and more interesting.
- Care for and respect our environment – promote environmentally sound practices throughout every aspect of our business.
- Create a culture of inclusion built on trust, respect, and dignity for all – build teams that capitalize on the diverse talents of all employees.
- Explore opportunities to grow and develop positive relationships with First Nations – create mutually beneficial partnerships.

COMPENSATION

Rokstad offers a competitive compensation and benefits package which will be commensurate with experience and education.

If you are looking for an exciting career with a fast growing, progressive company while participating in the build out of Canada's electric power Infrastructure, please email your resume and qualifications to careers@rokstadpower.com or fax 1-888-310-8831. Please include the job title in the email subject line.

We thank all applicants for showing an interest in this position. Only those selected for an interview will be contacted.