

JOB DESCRIPTION

Job Title: Accountant
Location: Invera Westmount
Reports To: Rosaria Abreu



About Us

Invera is the world's largest provider of Enterprise Resource Planning (ERP) software for the metals industry, with over 120 employees across the United States, Canada, and the United Kingdom. We specialize in developing software products tailored to the specific needs of the metals industry, ensuring a seamless blend of speed and user-friendly design.

Invera offers metals customers an unparalleled level of proven product reliability and a commitment to long-term innovation. We provide our customers with unique competitive advantages by delivering state-of-the-art turnkey solutions designed for the industry, covering areas such as sales, purchasing, receiving, inventory management, multi-step production, production scheduling, delivery and logistics planning, and financials.

Invera's metals software products have been implemented worldwide, in multiple languages, including in the USA, Canada, Mexico, the UK, Europe, Dubai, and Singapore.

Job Overview

Invera Inc. is looking for an experienced and highly motivated Accountant to join their team.

Reporting to and working closely with the Vice President of Finance and her team, the successful candidate will play a critical role in managing and executing the day-to-day operations of the accounting function, ensuring compliance with accounting standards and regulations.

Primary Responsibilities

- Manage and perform the daily operations of the accounting function, including accounts receivable (A/R), accounts payable (A/P), billing, general ledger (GL), account reconciliations, GST/QST tax reporting, etc.
- Manage the payroll process, including deduction sourcing, and the preparation of T4 remittances.
- Perform and support day-to-day activities, month-end closing and year-end close processes and audits.
- Record journal entries, reconcile general ledger accounts, perform bank reconciliations, remit sales tax, bill revenue, track prepaid and accrued expenses, etc.
- Prepare various monthly analyses.
- Ensure compliance with internal controls and with generally accepted accounting principles (GAAP).
- Assist with year-end filings for Canada, the U.S. and the U.K.
- Assist with financial and tax audits as well as tax return preparation and act as a liaison with provincial and federal tax authorities.
- Complete the re-evaluation and consolidation of financial statements and month-end close in a timely manner.
- Monitor and analyze accounting data and produce monthly close analytics, income statement and balance sheet analysis/variance analysis.
- Assist in the implementation of new accounting processes and the streamlining of existing processes to improve efficiency and effectiveness when needed.
- Perform other accounting and tax related duties as required.

Qualifications

- University or college degree in accounting.
- A minimum of five years' proven experience in the full accounting cycle.
- Excellent verbal and written communication skills in English and French.
- A Certified Public Accountant designation (CPA) is considered an asset.
- Strong computer skills and proficiency in Microsoft Office, with advanced skills in Excel.
- A strong knowledge of Microsoft Dynamics would be an advantage.
- Thorough understanding of Generally Accepted Accounting Principles (GAAP).
- High degree of accuracy and attention to detail.
- Demonstrates strong analytical and problem-solving skills, offering alternative solutions when necessary.
- Strong interpersonal skills, and a commitment to quality work and service excellence.
- Ability to work in close collaboration with a variety of individuals and teams.
- Able to work independently and as part of a team.

What We Offer

A competitive compensation package and a full range of benefits (group medical, dental and vision insurance, short-term and long-term disability insurance, RRSP/DPSP retirement plan).

A collaborative, inclusive and flexible work environment with opportunities for growth and development.

How to Apply

Qualified candidates are invited to submit their resume and cover letter to: careers@invera.com.

While we thank all candidates for their interest, only those selected for an interview will be contacted.

Invera is an equal opportunity employer and encourages applications from all qualified candidates.