
Senior Accountant

ABOUT SHAPE

SHAPE is the real estate investment, development and management company leading some of the largest and most exciting projects in North America including The Amazing Brentwood and The City of Lougheed in Metro Vancouver. With more than 370 acres in our growing portfolio, SHAPE manages over 4M sq.ft of commercial space with over 3M sq.ft. of residential space under construction.

Through our fully integrated platform, SHAPE specializes in complete neighbourhoods with a top-calibre mix of shops, restaurants, residences, entertainment and a complete range of daily services with transit connected. With a thoughtful approach and continuous pursuit of innovation, we think differently to ensure our projects are relevant and dominant for the future of real estate.

ABOUT THE ROLE

Reporting to the Manager of Financial Reporting + Taxation, the Senior Accountant is responsible for a full spectrum of accounting duties including monthly, quarterly and annual financial reporting, corporate tax returns, cash management and compliance for multiple entities.

Primary Responsibilities

- Preparation of full cycle accounting for a portfolio of SHAPE Investment and Operating Entities including monthly, quarterly and annual close processes
- Preparation of the monthly budget to actual analysis
- Review of monthly bank, credit card, intercompany reconciliations, interest schedules and coding of expenses
- Review of monthly billings
- Assists with monthly draws for SHAPE Investment Entities
- Preparation of audit support, year-end consolidation working papers and financial statements
- Preparation of annual tax returns and review GST filings
- Train and coach the Corporate Accounting Coordinator

Qualifications

Required Training and Experience:

- Newly qualified CPA or 3-5 years of relevant experience in a similar role, with full cycle accounting experience

- Working knowledge of IFRS, ASPE and Canadian corporate tax
- Work experience in the real estate industry, particularly real estate development, is a major asset
- Proficient with using Excel and Microsoft Office
- Very systems savvy with the ability to assess current usage of systems and identify areas of opportunity to optimize and improve said usage
- Experience using Yardi is an asset
- Passionate about continuous improvement with experience in process and systems improvement or implementation

Required Knowledge, Skills, and Abilities:

- Attention to detail and ability to multi-task in a fast-paced environment
- Positive and energetic personality with strong organizational skills and an ability to learn quickly
- Collaborative and communicative with excellent relationship building skills
- Team oriented, motivated and collaborative; keenly focused on coaching and mentoring
- Strong ability to adhere to deadlines under pressure
- Proactive, dependable and solution oriented
- Works with a sense of urgency, energy and curiosity

Working Conditions

Based at our corporate office, located in downtown Vancouver, the successful candidate may expect a comfortable and collaborative work environment in a modern office setting. Due to the nature of the role, the Senior Accountant may be required to travel to site locations in the SHAPE portfolio from time to time.