



Job Title: Senior Accountant (CPA Designation Required)

Location: Calgary, AB

Industry: Financial Services

Reports To: Chief Financial Officer (CFO)

About the Role

We are seeking a highly hands-on, detail-oriented Senior Accountant to play a critical role in day-to-day accounting operations and financial reporting. This position is ideal for a strong technical accountant who thrives in a regulated financial services environment and enjoys working closely with numbers while ensuring the accuracy, integrity, and compliance of financial information.

The Senior Accountant will partner closely with the CFO and serve as a key resource for technical accounting matters, process improvements, and team oversight.

Key Responsibilities

- Execute key components of the monthly, quarterly, and annual close processes, including preparation of consolidated financial statements
 - Perform and oversee daily accounting activities, including Accounts Payable (AP), Accounts Receivable (AR), and billing
 - Prepare and review journal entries, account reconciliations, and supporting schedules
 - Manage tax remittances and ensure compliance with applicable regulatory requirements
 - Ensure all regulatory filings and tax returns are completed accurately and on time in accordance with CRA and CIRO requirements
 - Maintain, document, and enhance accounting policies, procedures, and internal controls
 - Assist with audit preparation and coordinate with external auditors
 - Ensure ongoing compliance with regulatory and internal control requirements
 - Support ad hoc projects and other duties as required
 - Participate in system enhancements, process improvements, and automation initiatives
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Qualifications

- Active CPA designation (required)
- Bachelor's degree in Accounting, Finance, or a related field
- 5+ years of progressive accounting experience

- Strong technical accounting and financial reporting expertise
 - Experience within financial services or another regulated industry preferred
 - Advanced Excel skills and experience with accounting/ERP systems
 - Proven expertise in month-end close processes, financial reporting, and consolidations
 - Exceptional attention to detail, organizational, and time-management skills
 - Strong communication and leadership skills with the ability to mentor and collaborate effectively
 - Exposure to SOX, SOC, or regulatory reporting frameworks considered an asset
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What We Offer

- Competitive compensation package
- Comprehensive benefits package
- Opportunity to work closely with senior leadership

Please email your cover letter and resume to careers@portfoliostrategies.ca.