



## PROJECT ACCOUNTANT

Do you love crunching numbers and problem solving? Do you want to be part of complex projects that change the landscape of our communities? Take the leap and make your mark at Plan Group!

### Your job:

As a Project Accountant, your main focus is to provide accounting support to project teams on ongoing construction projects. This role collaborates with Project Managers to assess cost, profitability and performance for a variety of projects.

*We promise we'll challenge you every step of the way: you'll be responsible for working on multiple projects at any given time with values of up to \$10 million and up.*

As a member of our **Project Accounting** team you will:

- Review project forecasts submitted by Project Managers
- Review costing and revenue allocations on projects
- Perform project set up and job closings in Jonas software
- Assist with month end processes (primarily related to the review of projects)
- Process and manage Time & Material billings
- Produce analysis / reports using Jonas on a weekly basis for Project Managers on site
- Ensure understanding of administration/billing contents of the project contract
- Ensure that the processes outlined in the contract are being adhered to
- Manage Markup/rates on billings
- Perform other administrative and project related tasks as required

**Our ideal candidate meets the following criteria:**

- University/College diploma in Accounting, Business Admin or relevant education
- CPA Designation preferred, or in progress
- 3 - 5 years of experience in a similar role (Construction Industry preferred)
- Must have advanced knowledge of Microsoft Office, specifically Excel
- Knowledge of Jonas software
- Experience with SAP preferred
- Excellent written and verbal communication



- Analytical and organized with superior attention to detail
- Team player with the ability to work independently
- Ability to handle strict deadlines and work under pressure
- High respect for confidentiality and a high level of sound and independent judgment, reasoning, and discretion

*Curious to find out what's it like to work at Plan Group? Apply now.*

We are Plan Group ([www.plan-group.com](http://www.plan-group.com)), Canada's most innovative multi-trade construction services provider for over 60 years. Through seamless execution across integrated disciplines and with an unwavering focus on health and safety, we bring foresight, insight and ingenuity to every project. We anticipate challenges sooner and uncover hidden opportunities faster. We uphold our entrepreneurial spirit while combining our skills and experience with the global reach and expertise of the Bouygues Energies & Services ([www.bouyguesenergiesandservices.com](http://www.bouyguesenergiesandservices.com)) family. With offices in Toronto, Montreal, Vancouver and Ottawa, we take pride in contributing to the overall health of Canada's economy.

### **We Offer**

- Competitive compensation and benefits
- Opportunities for growth and development
- An open and collaborative work environment
- And so much more....

Thank you for your interest in joining Plan Group. Please note that due to the volume of applicants only those who will be considered for an interview will be contacted.

Accommodations for applicants with disabilities will be made during the recruitment processes. Should you be contacted for an interview please advise if accommodations are required.

We are an equal opportunity employer.