



## **Accountant**

### **Dartmouth, NS**

**Armour is currently recruiting an Accountant to join our finance team at our office in Dartmouth, Nova Scotia. The successful incumbent will report into the Operations Controller.**

### **Essential duties & Responsibilities**

- Focus for position on Treasury Accounting and related entries and reporting
- Month End Accounting
- Journal entry generation and processing and providing appropriate support for approval.
- This includes but not limited to prepaid accounts, intercompany chargebacks and standard recurring entries.
- Overhead analysis
- Bank transaction clearing and required entries.
- Reconciling, analyzing and maintaining various GL accounts and sub-ledgers.

### **Treasury Accounting**

- Daily cash reporting.
- Maintenance of the banking GL accounts including clearing of all banking transactions and communication with other departments in a timely manner to ensure required information for clearing is received.
- Bank accounts reconciliation.

### **Month End Reporting**

- Assist with financial report preparation and review and assistance with the compilation of the monthly financial package, statements, schedules and supplemental data.
- Account analysis preparation and reporting
- Reconciliation of account balances and sub-ledgers.
- Provide information and analysis to operational groups as needed and requested.
- Submission of account reconciliations, providing necessary details are needed to properly validate and support the balances.

### **Other Duties as Required**

- Assisting with compliance audits/reviews and related monthly, quarterly, and annual reports
- Assist with various accounting projects and initiatives.
- Provide assistance with inquiries from internal and external customers and vendors as needed.
- Developing ad-hoc reports as requested.

### **Job Requirements:**

- 3+ years of finance and accounting experience
- Degree or Diploma in a related field
- Strong account reconciliation skills and experience required
- Excellent communication skills - Verbal and written
- Strong organizational and analytical skills
- Proven ability to deal proactively and professionally with internal and external customers
- Ability to multi-task and prioritize in a fast-paced environment
- Strong interpersonal skills required
- High level of self-motivation and energy
- Ability to work in a team environment

### **About Armour Transportation Systems**

Armour Transportation Systems is an award-winning, world-class transportation and logistics company. We are a Platinum member of Canada's Best Managed Companies, and a Top Fleet Employer.

Founded in the early 1930s, Armour Transportation Systems has grown to be one of the largest trucking carriers in Canada, with 26 terminals, 4,000 pieces of equipment, nine maintenance facilities, over 750,000 square feet of warehouse space, and more than 2,000 team members.

Our vision is to be the dominant gateway between Atlantic Canada and the world, realizing profitable growth through leading transportation and logistics solutions, global partnerships, exceptional employees, and strategic acquisitions.

### **Employment Equity**

Armour Transportation Systems is committed to the principles of employment equity. The purpose of employment equity is to ensure that no person is denied employment opportunities or benefits for reasons unrelated to ability.

Armour Transportation Systems welcomes applications from Indigenous peoples, African Canadians and other racially visible persons, persons with disabilities, and women in occupations or positions where they are underrepresented. If you are a member of one of these equity groups, you are encouraged to self-identify on your expression of interest for this position.