

About OYA Ventures

OYA Ventures is a private investment vehicle that supports innovative companies focused on disruptive technologies, products, or services with a meaningful impact on climate change. As active investors, we provide capital, executive insight, and access to a global network of collaborators, allowing our portfolio companies to scale faster and more efficiently. We also continue to help them search for strategic acquisitions, bolt-on opportunities and partnerships, and joint ventures that strengthen their value proposition and complement their organic growth.

The Opportunity

We are currently seeking a **Project Accountant** with 3-5 years of experience to manage full cycle accounting for certain portfolio companies.

Date: June 13, 2022
Position: Project Accountant
Term: Full-time/Permanent
Location: Toronto Office

Responsibilities

- Assist with the preparation of monthly financial statements, variance analysis & other reports required by management or the portfolio company
- Assist with the completion of month-end closing tasks including journal entry preparation, account reconciliations and bank reconciliations
- Assist with the planning, forecasting, and budgeting with help from portfolio companies
- Review and analyze direct project expenses, indirect project expenses and overhead expenses to ensure the accuracy of financial reporting
- Assist with reporting to 3rd parties including lenders and investors
- Assist with reconciliation of cash-based vs. accrual-based accounting and reporting, including reconciliation of general ledger accounts for completeness and accuracy (capitalized costs vs. expensed costs; accounts payables; accounts receivables)
- Managing accounts payable function including review of payments / payment confirmations, for correct coding and supporting documentation
- Ensure monthly invoicing and collection of inter-company expense allocations and other billings
- Assist with creation of various reporting tools including fixed asset and lease subledgers for portfolio companies
- Prepare analysis of sales and cost of sales for portfolio companies
- Support the preparation of audited financial statements and tax returns
- Documentation and monitoring of internal controls

- Identify opportunities for process improvements with manager and portfolio companies
- Contribute to ad-hoc projects, as assigned by the Chief Financial Officer and Controller

Qualifications and/or Skill Required:

- University degree in finance, accounting, or economics preferred
- CPA designation preferred
- 3-5 years of experience in US GAAP
- 3-5 years of accounting experience, preferably in the real estate development, manufacturing, or engineering sectors
- Very strong Microsoft Office skills, particularly Excel
- Accounting software experience Gravity
- Experience in MS Dynamics GP is preferred
- Strong communications skills, including the ability to interface with multiple constituents (e.g. internal project developers, finance team, external consultants)