

PROJECT ACCOUNTANT

Avillia Developments seeks an exceptional **Project Accountant** to join our dynamic team in Edmonton.

Responsibilities:

- Month end close procedures and Financial Statement preparation
- Home Builder lot contract management
- Accounts Payable and Accounts Receivable management
- Credit card and expense management
- Other duties as required

Key Attributes:

- Obsessive about detail and proficient in maintaining accurate documentation.
- Self-motivated, proactive, and capable of taking initiative with minimal supervision.
- A master of time management and multitasking, capable of juggling competing priorities effortlessly.
- Demonstrated ability to handle sensitive information with utmost confidentiality.
- Adept at collaborating and communicating effectively with individuals at all levels of the organization.

Qualifications:

- A positive, self-starter attitude with a genuine passion for the land development industry and a desire to learn.
- Exceptional organizational skills and attention to detail, ensuring precision in all tasks.
- Proven proficiency in Microsoft Office, especially Excel, accounting software and ERP systems. Proficiency in Acumatica is an asset.

- Resourceful problem-solving skills, enabling you to find creative solutions to challenges.
- A willingness to learn new tasks and take on additional responsibilities as needed.

What's Important To Us:

- A post-secondary diploma in Business Administration or a related field, showcasing your commitment to professional development.
- Three to four years of accounting experience, demonstrating your expertise in managing diverse responsibilities.
- Availability to work Monday to Friday, 8:30 am – 5:00 pm in our vibrant office.

Compensation:

- Competitive salary with performance-based annual bonus opportunity.
- Benefits package including health and dental plans, and paid time off.
- Professional development opportunities and career growth potential.

Who We Are:

Avillia Developments is a privately-owned and operated Land Development company with several projects in the Edmonton Capital region including the City of Edmonton, Sherwood Park, Beaumont, and Spruce Grove, and projects in British Columbia's Okanagan region.

We have been involved in developing neighbourhoods for over 25 years. What drives us is a passion for developing functional, beautiful, and diverse environments that we are proud to say are ours.

Avillia Developments – It's all about lifestyle!

If you believe you have what it takes to excel in this role, we welcome your application. **Please submit your resume and a compelling cover letter detailing your suitability for the position to adriane@avillia.com.** Please include the job title in the email subject line.