



# SENIOR ACCOUNTANT/ PAYROLL MANAGER

Harbourfront Wealth Management Inc. is an IIROC registered securities dealer with offices across Canada. As part of the employee owned Harbourfront Group of Companies, the firm specializes in providing complete wealth management solutions for middle to high net worth clients. We are a fast growing, dynamic firm, and are looking for a qualified Senior Accountant/ Payroll Manager to join the finance team in our downtown Vancouver head office.

## Specifically, you will:

- Compile Investment Advisor commission reports
- Prepare payroll input for hourly, salaried and commission based employees
- Prepare monthly and year-end payroll tax reports
- Prepare monthly journal entries, reconciliations and working papers for all companies in the Harbourfront group
- Assist with the compilation of year end working papers in preparation for audits
- Assist with financial analysis and other accounting functions as required

## The ideal candidate for this position has:

- ✓ A degree or diploma in accounting or financial management, current enrollment in the CPA program or equivalent relevant experience for the position
- ✓ CPA designation, an asset
- ✓ Payroll experience
- ✓ Experience in the financial services industry
- ✓ Advanced working knowledge of Sage software, Excel and other Microsoft Office Applications
- ✓ Excellent verbal and written communication skills
- ✓ Ability to use time management skills to meet tight deadlines
- ✓ Willingness to learn and adapt in a fast-paced environment

This is a full-time position with a competitive compensation and benefits package.

If you are interested in this position, please send a resume and covering letter to [HR@harbourfrontwealth.com](mailto:HR@harbourfrontwealth.com)

This posting will remain open until a qualified candidate is hired.

To be considered for employment candidates will be required to provide proof of citizenship, permanent residency or eligibility to work in Canada with no restrictions. We require applicants to complete a background verification process prior to commencing employment with the company.

We sincerely thank all applicants who express an interest in this role: only those being directly considered will be contacted.