

Role Summary

The objective and scope of the Operations Accounting Analyst is to support and be responsible for all aspects of operational accounting to ensure the accurate and timely preparation of financial information. This role will have significant involvement in monthly, quarterly and annual reporting as well as regulatory reporting processes and related deliverables. Additionally, the role work closely with teams and all stakeholders in areas including financing, tax and treasury, internal controls, audits, joint venture contract, regulatory, and various ad hoc projects as they arise.

Responsibilities

- Work with operations to analyze and book monthly accruals for production, revenues, royalties, operating expenses, transportation and marketing expenses
- Coordinate monthly Alberta Crown royalty booking and payments
- Provide backup to Capital analyst for accruals and reports
- Create monthly operational results report for senior management that analyzes current month and YTD results compared to budget
- Point person for external audit queries related to operations activities
- Issue well payout statements for partners
- Provide support to financial system analyst and other special requests
- Support HSE department in requests regarding carbon levy and other reports
- Provide support to production and JV accountants
- Participate in the monthly, quarterly, and year-end financial statement processes, participate in special projects and ad-hoc business issues as they arise

Skills

- Ability to identify system and process issues and take the necessary steps to implement efficient and effective changes
- Strong MS Office – Excel, Word, PowerPoint, Access, EDI Viewer, and Qbyte knowledge
- Strong analytical skills with a desire to understand big picture impacts to various areas
- Excellent written and verbal communication skills
- Demonstrate a high degree of initiative, self-motivation and inter-personal skills
- Demonstrate excellent time management and organizational skills to effectively work in a deadline-driven environment and handle a diverse workload
- Financial Accounting, troubleshooting, problem solving and general understanding of financial statements

Qualifications

- A Bachelors' degree in finance or accounting
- Designated accountant

Harvest Operations Corp. provides competitive compensation and a comprehensive benefit package. We are committed to providing ongoing professional development and opportunities for career advancement. Please visit Harvest's website at www.harvestenergy.ca to learn more about our company.

Please email your resume and cover letter to careers@harvestenergy.ca

***Please reference "Job Posting - #10307 – Operations Accounting Analyst" in the subject of your email.**

We sincerely thank those who apply, however, only those applicants selected for an interview will be contacted.