



Project Cost Accountant

Cartel Communication Systems Inc., Langley, BC

Are you ready for the next step in your career? Cartel is searching for a financial professional to join our growing team to provide budgetary and project cost accounting support and analysis as we strive to become a "Centre of Excellence".

The Project Cost Accountant will be responsible for the project cost accounting function of the organization. The person will work closely with Project Management, Engineering, and Supply Chain to ensure all project cost budgets, material expenses, and project labour costs are accurately accounted for analyzed and reported on a regular basis. The Project Cost Accountant reports directly to the VP Finance & Admin Services.

Responsibilities:

- Work with project managers to effectively monitor project costs against established budgets.
- Provide regular, timely, and accurate reporting, including revenue and cost accruals, account reconciliations, and profitability reporting.
- Complete project Job creation in ERP system working closely with the supply chain.
- Track purchase orders, accounts receivables, Work in Progress, and project Cash Flow.
- Assist Project Managers with client change requests and change orders.
- Upload and review project time entries vs project budgets.
- Research and resolve any unbilled/unrecovered costs and report to management.
- Generate project material forecasts periodically through the duration of the project.
- Generate project labour forecasts periodically through the duration of the project.
- Investigate, review, and report material and services variances from budget.
- Investigate, review, and report labour variances from budget.
- Reconcile Work in Progress accounts on a regular basis.
- Generate project profitability reports on an ongoing basis.
- Complete project close in ERP working closely with project management and supply chain.
- Maintain project dashboard data sets as required.
- Review service agreement profitability & project warranty financial obligations.

Required Skills and Qualifications:

- 3-5 years of cost accounting experience in a project job costing environment.
- Post-secondary education in a financial related discipline.
- Working towards professional accounting designation preferred.
- Strong knowledge of project accounting concepts and practices.
- Experience with revenue recognition policies related to contracts.

- Advanced Excel skills, Microsoft Access, and Power BI skills.
- ERP job costing experience, Syspro preferred.
- Able to meet deadlines and work in a fast-paced environment.
- Excellent verbal and written communication skills.
- A professional customer-focused approach in dealing with internal and external stakeholders.
- Works well in team settings and independently when required.
- Strong organizational, analytical, multi-tasking, detail-oriented, troubleshooting, problem-solving, and root cause identification skills.

Cartel offers a competitive salary, profit sharing, and extended health benefits, and professional development allowance. If you are interested and meet the above criteria, please provide a resume and cover letter.

Cartel is an equal opportunity employer and welcomes applications from all interested parties currently eligible to work in Canada. We thank you for your interest, however, only those candidates selected for an interview will be contacted.

About Cartel

Founded in 1981, Cartel provides a wide range of products and services for government, industry, and enterprise-driven telecommunications applications across Canada, including advanced 4G wireless coverage enhancement, mission-critical voice logging, and dispatch solutions, TETRA and Digital Mobile Radio systems, as well as integrated site monitoring command and control systems. Our beautiful Langley, BC head office houses a large warehousing and engineering facility for systems design and systems integration and our branch offices span Canada to better serve our customer base.

Learn more about Cartel at:

www.cartelsys.com