



## **JOB DESCRIPTION – SENIOR ASSOCIATE, ADVISORY SERVICES**

Reports to: Manager and/or Partner

### **About Invictus Accounting Group LLP**

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We are not your typical CPA firm. Located in the heart of downtown Vancouver, Invictus Accounting Group provides consulting, accounting and tax advisory for publicly listed and privately held companies. We are creative problem solvers, strategic thinkers, and love what we do. Our team members gain experience in industry-like roles while benefitting from the variety and professional atmosphere of public practice.

Striving for balance, Invictus has a work environment where flexibility and family are as important as professionalism and premier service. Diverse and challenging work, and a fun, team-oriented atmosphere are a few of the many reasons we have very low employee turnover.

### **Job Overview**

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As part of Invictus' advisory team, this is an exciting opportunity to lead project-based and recurring advisory projects for a diverse client base. The Senior Associate, Advisory Services (the "**Senior Associate**") is part of an advisory team that helps create value through delivering responsive, practical, high quality financial reporting, internal control compliance and advisory services to our clients. The Senior Associate will be responsible to plan, execute, mentor staff and deliver on projects including quarterly public company financial reporting, assisting private companies listing on Canadian stock exchanges, financial planning and analysis, internal controls over financial reporting compliance and other diverse advisory projects.

### **Key Accountabilities and Responsibilities**

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**Project Responsibility:** As a member of the advisory team, contributes to advisory projects, including the development of project plans, execution of projects, and participating in communications with client CEOs, CFOs, controllers, and auditors. Exercises strong project management skills to ensure all projects are completed on target.

**Service Orientation:** Establishes professional relationships with client personnel, building trust in our advisory capacity with them. Maintains a strong service orientation, ensuring open and effective communication with clients. As part of client engagements, provides value-added, practical and pragmatic recommendations and improvement strategies.

**Quality Assurance:** Ensures maintenance of high standards and quality of advisory projects through the preparation and review of deliverables (working papers through to financial statements, MD&As, budgets, etc.).

**Team Development:** Contributes to the establishment of a clear definition of responsibility for each member of the team and the ongoing mentorship and support of staff. The Senior Associate will contribute to the team-based office culture, promoting open and transparent communication with all team members.

## **Education and Professional Skillset Requirements**

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**Experience:** Minimum three years progressively responsible experience in consulting or auditing, in public practice or with a publicly traded company.

**Education:** A professional accounting designation (CPA). A CISA or CIA designation is considered an asset.

**Language:** Ability to communicate clearly and effectively, both orally and in writing, in English. Ability to speak Spanish would be considered an asset.

**Technical Expertise:** Proficiency in drafting financial statements to comply with IFRS, and a thorough understanding of public company reporting deadlines. Knowledge of risk-based auditing techniques and risk assessment, and an understanding of Sarbanes-Oxley 404 and National Instrument 52-109 is considered an asset.

**Project Management:** Strong project management and people management experience including ability to supervise staff.

**Style:** Collaborative, team-oriented, high-energy, self-motivated, smart, performance driven, multi-tasker, confident. A strong commitment to professional and client service excellence. Contributes to a fun, social and successful work environment.

## **Compensation**

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Invictus offers industry-competitive salaries, annual bonus opportunities, paid vacation and sick time, a health savings account, and professional development opportunities. Invictus is dedicated to helping all employees achieve work-life balance, valuing family and flexibility equally with professionalism and premier service.

## **To Apply**

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To apply, please submit your resume to: [careers@invictusaccounting.com](mailto:careers@invictusaccounting.com)