

## Staff Accountant (Co-op)

Pennock Acheson Nielsen Devaney LLP is looking for keen, team-oriented Staff Accountants. The Staff Accountants are responsible for delivering a range of public accounting services to a variety of clients.

### Key Duties & Responsibilities

- Timely and accurate preparation of financial accounting for a variety of clientele.
- Performance of financial statement audit tests and preparation of audit working papers
- Preparation of review and compilation engagements
- Preparation of personal and corporate tax returns
- Communicate and work with client financial staff
- Obtain a basic understanding of our clients' businesses and learn their best practices

### Education & Experience

- Currently in an Undergraduate Degree program in a relevant field (B.Com., B.BA., etc.)
- The desire and willingness to work towards your CPA designation

### Skills & Knowledge

- Knowledge and practice of Generally Accepted Accounting Principles (GAAP), Canadian Generally Accepted Auditing Standards (GAAS) and Standards on Review Engagements (CSRE)
- Strong computer skills including Microsoft Suite
- Outstanding interpersonal and communication skills
- Excellent critical thinking and problem-solving skills
- Exceptional time management and organizational skills

### Why you need to work at PAND

- What you will develop
  - Completion of a client file from start to finish
  - Knowledge of basic accounting and information systems
  - General business practices in both large corporate environments and entrepreneurial environments
  - Team building and information sharing with both coworkers and client staff
  - Understanding of accounting and auditing standards and principles, tax regulations and legal documents in a financial environment
  - Use of a variety of accounting and tax software packages

- Benefits & Perks
  - Unwavering guidance and financial support through the CPA program
  - Competitive salary
  - Paid downtown parking
- Work culture
  - Our firm has a positive and supportive atmosphere with a strong focus on quality
  - We strive to provide a high level of client service
  - We work hard but have a ton of fun doing it
  - Corporate Challenge – Team events



## Our Firm

Pennock Acheson Nielsen Devaney is a firm of Chartered Accountants formed by former partners and senior managers of one of the international accounting firms. Their desire was to provide their clients with high-quality professional services, but with the consideration and personal touch that can be better provided through a smaller firm. We believe we offer our clients outstanding big firm experience delivered in a hands-on manner.

PAND's ability to develop and maintain meaningful relationships with clients sets us apart from other professional services firm; our objective is to be the client's trusted advisor for all business and financial matters.

Although we characterize ourselves as a mid-sized firm, our client base is comprised primarily of mid to large-sized owner managed enterprises as well as some public companies. Our client's range in size from \$50,000 to \$500,000,000 in revenue in industries such as manufacturing, retail, service, transportation, real estate management, tourism, agriculture and related services, wholesale, and oilfield service.

## To apply

- Go to our website at [www.pand.ca](http://www.pand.ca) and submit your cover letter and resume outlining why you believe you are the best fit for PAND
- **Please let us know in your cover-letter which co-op term you are interested in. The 4 month co-op term is January to April 2025 and the 8 month co-op term is January to August 2025.**
- Follow us on our socials for updates -  and  pandyeg
- **Closing date is September 18, 2024**