

Project Accountant

Musqueam Capital Corporation (MCC) was created in 2012 to replace the Musqueam Economic Development Department and is the economic development arm of the Musqueam Indian Band (MIB). MCC is responsible for the development of Musqueam's lands, acts as an asset manager for Musqueam's existing real estate holdings, and creates economic opportunity through business partnerships.

MCC is currently in search for a Project Accountant to join our team. You will be responsible for managing the financial aspects of specific real estate projects, ensuring accurate budgeting, cost tracking, and financial reporting throughout the project lifecycle. This role supports project managers and CFO by providing detailed financial analysis, monitoring project expenditures, and ensuring compliance with company policies and contractual obligations.

Core Responsibilities:

- Prepare and maintain project budgets, forecasts, and cost control reports.
- Track and analyze project expenditures against budgets, identifying variances
- Process and review project-related invoices, purchase orders, and expense reports for accuracy and compliance.
- Coordinate with project managers, development partners and other stakeholders to collect financial data and support project financial planning.
- Monitor terms of various contracts and agreements and assist project managers to ensure adherence to the project budget and plans.
- Support Accounting Manager by providing documentation for periodic reporting, including project budget, cash flow projections, and cost breakdowns.
- Ensure compliance with accounting standards, company policies, and regulatory requirements.
- Collaborate with cross-functional teams to improve project financial processes and systems.
- Provide support to the accounting team as needed.

Required Skills & Qualifications:

- Bachelor's degree in accounting, Finance, or related field.
- Professional accounting designation (CPA) preferred.
- A minimum of 5 years of related work experience (in project/cost accounting) with real estate specific background preferred.



- Strong knowledge of accounting principles, budgeting, and financial reporting.
- Proficiency with accounting software and ERP systems, such as Business Central, Vena Solutions, or similar platforms.
- Excellent analytical skills with attention to detail and accuracy.
- Effective communication and interpersonal skills to work collaboratively with Real Estate and Accounting departments.
- Ability to manage multiple projects simultaneously and meet deadlines.

Compensation & Benefits Package

This position comes with a competitive base salary hiring range of **\$70,000-\$90,000**, dependent on experience, skills, qualifications and internal equity. This includes a great company benefits plan as well as a company matching pension plan.

Working Conditions

- This position is based out of the MCC office in Vancouver
- Successful Criminal Record Check
- Candidate must be fully vaccinated

Application Process:

- Candidates meeting the criteria above are encouraged to submit their resume with a formal cover letter to dcoughlan@musqueamcapital.ca. While we thank all candidates for their interest, only select individuals will be contacted for follow-up

Thank you for your interest in a career with Musqueam Capital Corporation!