

Manager, Property Accounting – Saskatoon

We are looking for an experienced accounting professional to lead the financial reporting and accounting function for a multi-entity portfolio of investment companies and condominium corporations.

Reporting to the CFO, this role will be responsible for the accuracy, timeliness, and quality of financial information across the portfolio. The successful candidate will manage monthly and quarterly reporting, budgeting, cash management, payables oversight, and financial controls, while providing financial support to our Property Management team and Condominium Boards.

Key Responsibilities

- Own the monthly and quarterly financial close and reporting process across multiple entities.
- Prepare financial statements, variance analysis, cash flow reporting, AR/AP aging, and key performance indicators.
- Lead the annual operating and capital budgeting process.
- Monitor cash positions, liquidity, and covenant requirements.
- Maintain strong accounting controls, reconciliations, accruals, and supporting schedules.
- Provide oversight and direction to an Accounting Clerk responsible for transactional accounting and payables.
- Prepare and present financial information to Condominium Boards and support reserve planning, audits, and AGMs.
- Identify financial or control issues early and provide practical recommendations to the CFO and Property Management team.
- Improve and standardize accounting processes across Buildium and Sage 300.

What We're Looking For

- Diploma or degree in Accounting, Finance, or a related field.
- CPA designation or progress toward a CPA is considered an asset.
- 4–6+ years of accounting experience, preferably in real estate, property management, condominium, or multi-entity environments.
- Strong understanding of month-end close, financial reporting, budgeting, cash management, and AP controls.
- Experience with Buildium, Sage 300, or comparable accounting systems is an asset.



NP RENTALS

- Strong Excel skills and the ability to explain financial information clearly to non-finance stakeholders.
- Demonstrated ability to take ownership, prioritize competing deadlines, and proactively identify and resolve issues.

This is an opportunity for someone who enjoys taking ownership of a financial function and building reliable, scalable accounting processes within a growing and increasingly complex organization.

How to Apply: Please submit your resume to **Angela Williams** at employment@northprairiehomes.com