



Internal/External -

*Alberta Newsprint Company operates a world class manufacturing facility in Whitecourt, Alberta. The success of ANC is a result of dedication to continuous quality improvement by a team of innovative employees. Our company is respected throughout the industry for quality, safety, environmental performance, a mill-wide team approach to achieving excellence and a total commitment to employee well-being. Alberta Newsprint Company (ANC) has built a reputation in the Forestry industry.*

**ANC has an immediate opening for an ACCOUNTANT in our Accounting Department.**

**Job Duties / Responsibilities:**

You will be responsible for the following:

- Prepare financial statements and reports for review. Assist in the preparation of the annual business plan, monthly/quarterly/yearly forecasting, weekly cost report and capital processes.
- Preparation and processing of various month end duties including journal entries, financial statement package, related mandatory reporting and general ledger reconciliation
- Provide operational and financial analysis for the Woodlands operation.
- Prepare logging contractor payments and related reporting
- Produce Land and Road Use Customer Accounts Receivable statements and collection.
- Communicate and correspond with team members on a daily basis
- Other day to day Woodlands accounting functions

**Prerequisites:**

- Accounting diploma at the minimum; designation is desirable.
- Minimum 3 years related work experience or combination of relevant education and experience. -  
- Forestry experience (logging / chips handling etc.) desirable.
- Well established organizational and multi-tasking skills; good verbal and written communication abilities.
- A detailed and proactive approach to work, A high level of motivation and problem-solving attitude.
- A strong computer systems skill set. Must have working knowledge of LIMS (Lumber Inventory Management System).

Ensure that financial controls are in place and that company policies are followed. Further duties include review of contracts, contractor payments, assigning stratum, assigning conversion rates, reviewing accrual assumptions, and special projects.

This is a permanent full time position. An industry competitive benefit package including a pension plan and participation in a bonus plan is provided with the position.

**Qualified candidates are requested to forward a resume and references by: May 31, 2019**

**Alberta Newsprint Company  
Postal Bag 9000  
Whitecourt, Alberta T7S 1P9  
Fax: 780-778-7070  
Email: career\_acctg@albertanewsprint.com**

*We thank all applicants. Only those selected for interview will be contacted.*

***Please visit our website [www.albertanewsprint.com](http://www.albertanewsprint.com) for other employment opportunities.***