DRNPHC is in the people business and believe housing is a human right! We make lives better every day by providing affordable rental housing throughout the Durham Region.

We are growing our 1,200 unit portfolio through innovation and the expertise of a solid team of employees who passionately care about making a positive impact each and every day.

We are looking for our next General Accountant. Are you the one?

The **General Accountant** will work as a member of the Finance Department team to provide various financial reporting, analysis and budgeting supports to the Corporation. Responsibilities of this position cover general accounting functions such as account reconciliations and analyses, journal entries, monthly financial report preparation; assisting with budget development; payroll administration; system maintenance and review; year-end account analyses, reporting and audit preparation; ad hoc financial analyses; supporting other Finance Department and administrative functions. The General Accountant reports directly to the Director of Finance.

The ideal candidate will possess a post-secondary education in Business Administration, Accounting or Commerce, will be pursuing or have recently completed the Chartered Professional Accountant designation, or have equivalent experience; have a minimum three to five (3-5) years’ experience involving monthly financial reporting, financial analysis and budgeting using various computer software applications.

**HOW TO APPLY:**

Please visit the ‘About Us’ section of our website for more information.

[www.durham-housing.com/](http://www.durham-housing.com/employment-opportunities/)

As an employer, Durham Region Non-Profit Housing Corporation is committed to build an organization that reflects the diversity of our tenants and communities we serve. We encourage applications from qualified individuals who represent diverse communities.

Accommodation for a disability will be provided in accordance with the Ontario Human Rights Code. Applicants are required to make any accommodation requests for the application, interview or selection process known in advance by contacting the Human Resources, who will work together with the hiring committee to arrange reasonable and appropriate accommodation for the interview or selection process which will enable the applicant to be assessed in a fair and equitable manner.

**Please submit your resume and cover letter (as one document) as soon as possible to:** Human Resources

Email: [careers@durham-housing.com](mailto:careers@durham-housing.com) Fax: 905-436-5361

Durham Region Non-Profit Housing Corporation

28A Albert Street, Oshawa, ON L1H 8SC

**Please quote the job posting number (JPAD20-02) in the subject line with your submission; consideration will be given as applications are received.**