



  
**AXIUM**  
INFRASTRUCTURE

MONTREAL - TORONTO - NEW YORK  
[www.axiuminfra.com](http://www.axiuminfra.com)

## Accountant, Investments - Montréal

Under the responsibility of the Senior Manager, Accounting, you will have the following tasks for several investments of our company:

### PRIMARY RESPONSIBILITIES

- Produce accounting entries (payable, receivable, accrued, cash, investments, prepaid expenses, deferred revenue, equity);
- Perform bookkeeping and accounting entries for numerous entities;
- Prepare month ends and year ends;
- Process accounts payable and receivable;
- Prepare bank reconciliations and follow up on bank account balances;
- Prepare bank reconciliations and follow up on bank balances;
- Perform cash follow-ups with trustees;
- Make bank transfers and produce cheques;
- Prepare government remittance forms and payments;
- Prepare working documents for the preparation of tax returns as well as the revision of returns;
- Ensure proper filing of supporting documentation for all accounting transactions;
- Provide support for the annual audit of portfolio investments;
- Participate in the preparation of quarterly and annual financial statements for newly acquired and operational portfolio investments.

### PROFESSIONAL REQUIREMENTS

- You have a diploma in accounting and management technology, a certificate in accounting or a bachelor's degree in accounting;
- You have a minimum of five (5) years of experience in bookkeeping / full accounting cycle;
- You are a candidate for the CPA designation (an asset);
- You have experience in investment accounting (an asset).

### KNOWLEDGE & SKILLS

- You are recognized for your professionalism, organizational skills, analytical skills, autonomy and attention to detail;
- You like to work in a team and are comfortable in a growing entity;
- You are able to work with several files at the same time, while respecting deadlines;
- You are familiar with Sage 300c software (Accpac) or any other accounting software;
- You have good computer skills and are proficient with the MS Office suite;
- You have a good level of bilingualism, French / English, both oral and written.

Created in 2008, Axiom Infrastructure is an independent employee-owned fund manager dedicated to investing in the infrastructure sector. With over 80 employees, the firm benefits from the extensive infrastructure backgrounds of its team of professionals who have gained, over their career, significant experience acquiring, developing, financing, operating, and managing infrastructure assets. Axiom's investment strategy focuses on North American mid-market core infrastructure assets with an active approach to operations and asset management and integration of strong environmental, social and governance ('ESG') principles. Over the years, the firm has built a diversified portfolio of over 170 North American assets and today has over \$8 billion of assets under management.

Axiom Infrastructure offers a dynamic, respectful, and collaborative work environment in its three offices located in the core of the financial districts of Montreal, Toronto and New York. The firm also strongly believes in upholding ESG principles and is focused on providing employees a sustainability-oriented workplace. A full benefit package is offered to permanent employees: insurance, pension plan, flexible hours, reimbursement of transport monthly passes, physical activity program and much more!

To submit your application, you can visit our Career page on our website: [Careers – Axiom Infrastructure](#)  
or send an email to [cv@axiuminfra.com](mailto:cv@axiuminfra.com).

If you are selected for an interview, we will contact you within 2 weeks of your application.