

# HBA CHARTERED PROFESSIONAL ACCOUNTANTS

*a member of the  Group of Independent Accounting Firms*

**Looking for new challenges and a rewarding future? Ready for a better work-life balance?**

HBA Chartered Professional Accountants focuses on providing creative advice and personalized service to our clients along with strong support and development opportunities for our team of professionals.

**To support our mandate HBA Chartered Professional Accountants is seeking a Manager/Senior Manager Assurance.**

Reporting to the partners, the Manager/Senior Manager Assurance will be responsible for overseeing all aspects of a file from start to finish, including:

- engagement planning
- evaluating and developing audit procedures and disclosures
- overseeing and occasionally performing fieldwork
- reviewing work done by junior staff
- presenting client deliverables; and
- advising clients on critical business decisions

**What will it take to succeed in this role?**

Your education background includes a Chartered Professional Accountant (CPA) designation and your work experience includes a minimum of four years of experience in a public accounting environment, primarily dealing with ASPE and ASNFPO frameworks. In addition, you have experience with audits, NPO audits, and expertise using CaseWare for compilation, review, and audit engagements.

Personally, you have a high level of integrity, initiative and interpersonal savvy to build solid and trusting relationships with internal and external stakeholders. As a member of the firm's Management Team, you also bring proven leadership abilities and skills, including mentoring, coaching, and motivating professional staff.

Our clients are varied, and so are their needs. The ideal candidate will have:

- Experience with owner-managed businesses and not-for-profit organizations.

- Proficiency in Excel.
- Experience in generating reports from client accounting software would be an asset.
- Willingness to learn other applications.
- Bilingualism (English/French) would also be an asset.
- Tax experience including HST, corporate and personal income tax would be an asset.

### **Why work with us?**

Our firm strongly believes in the importance of work-life balance. Our decision making happens at the local level based on input from all team members. We are small enough to give a variety of experience, but big enough for people to specialize. We provide our staff with a competitive bonus structure, paid overtime, training, health plan and other benefits. To learn more about workplace pride and perks, visit our website at <https://hbacpa.ca/careers>

**HBA Chartered Professional Accountants**, a member firm of the AC Group of Independent Accounting Firms Ltd. ([www.acgca.ca](http://www.acgca.ca)), is a full-service independent accounting firm located in Dartmouth, Nova Scotia. With a growing team of professional and support staff, our firm offers a full range of services including assurance, accounting, taxation and advisory.

In addition to a resume, please provide a cover letter which explains your qualifications for this role. Submissions can be sent to:

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