



MARKETING ACCOUNTANT

Tourmaline Oil Corp. is a Canadian senior crude oil and natural gas exploration and production company. We are focused on long-term growth through an aggressive exploration, development, production and acquisition program in the Western Canadian Sedimentary Basin.

We are currently looking for a Marketing Accountant to join our Team. The candidate will be responsible for accounting and administrative tasks with the marketing accounting group.

KEY ACCOUNTABILITIES & RESPONSIBILITIES:

- Create, validate and distribute invoices from our electronic invoicing system (EKA).
- Coordinate the resolution of invoice discrepancies between counterparties and our Marketing group.
- Gather and distribute marketing related invoices to internal groups.
- Confirm monthly netting balances with counterparties and create and send statements.
- Coordinate marketing invoice payment approvals, prepare wire and EFT payment summaries and cash payment journals.
- Book marketing payables and receivables and cash receipts.
- Verify that all marketing invoices have been paid and follow-up on missing payments.
- Maintain carbon tax verification for new counterparties.
- Coordinate the set-up of new counterparty with the Master Data group.
- Enter miscellaneous marketing payable invoices in OpenInvoice.
- Prepare various monthly reports and reconciliations.
- Ad hoc projects related to marketing or production/revenue accounting.

QUALIFICATIONS

- 2 to 4 years of experience in marketing accounting or other oil and gas accounting roles.
- Strong working knowledge of Excel and Adobe Pro.
- Previous experience with EKA, D365 and Open Invoice would be considered an asset.
- Team oriented individual with a willingness to pitch in whenever and however possible.
- Can work independently in a high volume and fast-paced environment.
- Strong attention to detail and highly organized with an appreciation for tight deadlines.
- Excellent communication skills with the ability to respond quickly to queries.

Please email your resume to the attention of Gary Ross at careers@tourmalineoil.com.