

Job Role: Accountant

Reports to: Corporate Controller

Location: Corporate Office - Calgary, AB

The Company

Join Displayco, a leading international trade show and environment solutions company that connects businesses and professionals across the globe through world-class exhibitions and events. With a commitment to customer service, innovation and excellence, we bring industry leaders together to share insights, discover new technologies, and foster strategic partnerships.

The Position

We are seeking a detail-oriented and motivated Accountant to join our finance team, bridging day-to-day AR and AP responsibilities with broader accounting support. The successful candidate will ensure accurate transactional processing, support month-end close and reconciliations, and contribute to reporting, payroll, tax compliance, and audits, while maintaining accurate financial records and supporting the company's revenue operations.

Job Responsibilities

- Oversee customer invoicing and receipts, monitor AR aging and support proactive collections to maintain subledger integrity and improve cash flow.
- Collaborate with sales and customer service to resolve billing discrepancies, prepare AR reports and collections metrics for management and manage client billing and payment inquiries.
- Manage AP by overseeing the processing of vendor invoices, matching purchase orders, verifying expense coding and ensuring accurate, timely payments in compliance with company policies.
- Reconcile vendor statements, resolve discrepancies, manage employee expense reimbursements and prepare AP reports to support month-end close and management review.
- Oversee payroll and benefits processing, for both Canada and U.S. offices, including source deductions.
- Conduct monthly, quarterly and annual reconciliations of bank statements, ledgers and other financial data.
- Participate in monthly and quarterly closing processes, including tax filings, intercompany transactions and journal entries, ensuring accuracy and completeness of data.
- Contribute to cash flow forecasting and revenue analysis efforts.
- Identify and help implement process improvements and strengthen internal controls.
- Coordinate and prepare external audit documentation, providing timely responses to auditor inquiries.
- Ensure compliance with company policies and relevant accounting regulations and standards.
- Support the Corporate Controller and senior leadership team with various accounting projects and tasks.

Qualifications

- Bachelor's degree in accounting, finance, or a related field
- 2–5 years of progressive accounting experience
- Proficiency with accounting software and Microsoft Office Suite, particularly Excel.
- Experience with QuickBooks, NetSuite, or any other ERP software is considered an asset.
- Strong numerical skills and attention to detail.
- Excellent communication and interpersonal skills.
- Ability to work effectively in a team environment and manage multiple priorities.
- Proactive, self-motivated and eager to learn and grow within the company.

Job Type

- Permanent, full-time 40 hours per week
- Competitive salary and benefits package



- On-site at our Calgary Corporate Head Office

Why Join Us?

- Work in a dynamic and global business environment.
- Opportunities for professional development and growth.
- Be part of a collaborative and supportive team that values innovation and excellence.

To Apply:

Interested candidates are invited to submit their resume and a brief cover letter outlining their qualifications and interest in the position to info@displayco.ca, attention: Human Resources – Accountant. We would like to thank all applicants for their interest, however only those candidates selected for an interview will be contacted.

Displayco is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.