



# OPPORTUNITY BRIEF

**ACCOUNTING  
TECHNICIAN  
NOVA AGRI INC.**

*SEARCH CONDUCTED BY PLACEMAKING 4G*

# STATEMENT OF INTENTION

We actively encourage submissions from Black, racialized, Indigenous Peoples, People with Disabilities, members of the 2SLGBTQ+ community, and newcomers to Canada. As a member of an equity-deserving group, we invite you to share this information in your cover letter or resume and express your pronouns if you wish.

We collaborate closely with the P4G search team because they are dedicated to creating a safe space for you to openly discuss your experiences, preferences, and any accommodations that may support you. This partnership ensures that your information is handled with sensitivity and respect.

## ABOUT NOVA AGRI INC.



A nationally recognized Leader in the Canadian agri-food industry, Nova Agri farms (Including the Country Magic Brand) more than 1,200 acres in the bountiful Annapolis Valley of Nova Scotia. Our primary crops grown for domestic and export markets include onions and high-bush blueberries. We pack and market these and other fruits and vegetables such as strawberries, blackberries raspberries, beans, potatoes and grape tomatoes to the Atlantic provinces, North Eastern USA, Europe and the Caribbean. We are pleased to pack branded and private labels for major retailers across Canada.

**We choose to live and work in the communities where we farm.**

We believe it is important to be good stewards of our people, our environment, and our communities. Our team is proud of the communities they come from and actively give back to show their appreciation. The team at Nova Agri gives back to the community through charitable donations, academic scholarship, providing produce to local food banks and support to our local communities that put on events that benefit the communities we farm in.

At Nova Agri, we believe our people are at the core of our magic and what we do. We understand that quality products and outstanding customer service can only be delivered by employees who care enough to go the extra mile for our customers.



*Leaders in the Canadian agri-food industry*

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## THIS MOMENT, THIS POSITION

This position is to support the Corporate Controller, finance team members and other departments by gathering, inputting and providing information in a timely manner as required. The incumbent will have a positive, professional approach in planning, scheduling, communicating and organizing activities to be as efficient as possible.

## POSITION RESPONSIBILITIES

- Accounts Payable and Accounts Receivable - verify approvals, coding, data entry and batch posing in accounting program; process payments; post deposits
- Calculate and enter Intercompany transactions
- Record bank entries and perform bank reconciliations
- Perform credit card reconciliation(s)
- Reconciling, analyzing and maintaining various general ledger accounts and subledgers
- Assisting with month end close procedures
- Aiding with inquiries from internal and external customers/vendors
- Other duties as required

## EDUCATION & EXPERIENCE

- Post-secondary education in accounting and/or business
- 3-5 years progressive accounting experience
- Strong understanding of general accounting processes
- Ability to learn new systems and processes quickly
- Superior organization and time management skills
- Strong interpersonal skills
- Accounting designation (working towards) preferred
- Proficient in MS Office, with advanced Excel skills



## THE PACKAGE

**Salary: \$55,000 - \$65,000**  
**(Based on experience)**

Nova Agri, offers a **comprehensive benefits package** including vacation & health and dental coverage that is effective for all full-time employees three months after starting employment. Employees are also offered life and accident insurance, a long-term disability insurance program, and a group savings and retirement program that includes an RRSP and/or Tax-Free Savings Account enrollment.



**Location: Centreville, Nova Scotia**



## WHAT TO EXPECT

- We closely review all applications and read each cover letter (we promise).
- If you are selected as a top candidate, expect an invitation to chat with a Lead Placemaker from P4G. This is someone who treats the recruitment process non-traditionally. We want to get to know what inspires you.
- Selected candidates will proceed to a virtual interview with the Lead P4G Placemaker and 2-3 organization representatives.
- Finalists may participate in a second round interview or skills activity (virtual or in person).
- P4G will check employment references and assist in presenting an offer to the successful candidate.

## APPLICATION DETAILS

**Apply now by**  
**[Clicking Here!](#)**

Applications will be accepted until 12 p.m. on **October 1, 2025**

Please be sure to include a cover letter that speaks to your experience, but we also want to get a glimpse of your personality.

**Don't be generic. Be yourself.**