



PRODUCTION ACCOUNTANT – Full-time, Calgary, Alberta

Baytex has an excellent opportunity for a Production Accountant reporting to the Manager, Production Accounting based in Calgary. The successful candidate's primary responsibility is to complete full cycle production and revenue accounting for assigned operated and non-operated Alberta & Saskatchewan assets. The candidate will work within a dynamic team utilizing strong production accounting knowledge, and analytical and problem-solving skills to resolve issues and achieve the desired results. information. The successful candidate will be collaborative and analytical, with strong communication skills.

Responsibilities:

- Full cycle accounting for Saskatchewan and Alberta Operated and Non-Operated properties.
- Setup and maintenance of master data in Metrix including new wells, market masters, royalties, and processing fees.
- Monthly review and reconciliation of accounts receivable.
- Assist with reviewing and processing amendments.
- Establish relationships with peers throughout the organization to ensure a strong level of service is delivered.
- Respond to government, royalty, partner, and internal stakeholders queries.
- Review, investigate and resolve front-end Metrix system errors or issues.
- Assist in external audit queries related to production, royalties, revenue, and transportation.

Qualifications:

- CAPP certificate and post-secondary education.
- A minimum of 5 years of production and revenue accounting experience.
- High level of accuracy and attention to detail.
- Solid Microsoft Excel skills.
- Ability to work within a team environment.
- Working knowledge of the Metrix production accounting system and working knowledge of Qbyte FM.

If you are interested in applying for this position, please submit your resume indicating the job title and job code JP002-6 by Friday, February 3, 2023, to resumes@baytexenergy.com

Why Choose Baytex:

- Because we Care about our people and their success
- We have an exciting, flexible work program called Bayflex
- We support training and professional development to help advance your career
- Competitive compensation, bonus and incentive award programs
- Comprehensive benefits package, including a Flex Spending Account
- Generous employer-matched savings plan
- Vacation, flex, and designated office closure days