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cavvyenergy.com
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Accounting Student (Co-op or Non-Co-op)

Job Type: Temporary, Fixed-Term Placement
Reporting To: Controller
Location: Calgary, Alberta
Term: 8-18 months **Start Date:** January 4, 2027

Company Profile

Cavvy Energy is a majority Canadian-owned corporation headquartered in Calgary, Alberta with a focus on the exploration, extraction and processing of natural gas. Cavvy Energy owns and operates natural gas and liquids-producing assets across Canada, with a primary focus on our Foothills assets in Alberta which produce approximately 45,000 boe/day, in addition to our three major sour gas processing facilities. Cavvy Energy employs approximately 300 people across its operating locations and Calgary head office. We are an inclusive and diverse team with many exciting challenges and opportunities for learning and career growth.

Position Summary

Cavvy Energy is looking for an enthusiastic and detail-oriented Accounting Student to join our Finance team in Calgary. This opportunity provides broad, hands-on experience across financial reporting, production accounting, royalties, regulatory reporting, reconciliations, audit support, internal controls, analytics, and process improvement.

As a shared resource within Finance, you will work alongside professionals in Financial Reporting & Tax, Production Accounting & Royalties, and Upstream Accounting & Analytics. You will gain practical experience in the Canadian energy industry while contributing to meaningful day-to-day accounting activities and Finance projects.

Key Responsibilities

Financial Reporting & Tax

- Assist with quarterly and annual financial reporting schedules.
- Perform financial statement and management discussion and analysis tie-outs.
- Support account reconciliations and working paper preparation.
- Assist with audit and review engagement requests.
- Maintain reporting templates, calendars, and supporting documentation.
- Support benchmarking and information-gathering initiatives.

Production Accounting & Royalties

- Prepare and reconcile non-operated revenue support schedules.
- Assist with Crown royalty reporting and reconciliations.
- Support accounts receivable analysis and reconciliation activities.
- Assist with the preparation and validation of Revenue Deposit Summaries.
- Support annual tax reporting requirements, including T5 and NR4 reporting.
- Participate in special projects and reporting improvements.

Upstream Accounting & Analytics

- Assist with regulatory and industry reporting requirements.
- Support property tax and industry levy reporting processes.
- Perform data validation and reconciliation procedures.
- Assist with cost allocations and related analyses.
- Support joint venture accounting and partner information requests.
- Complete ad hoc analytical assignments and projects.

Process Improvement & General

- Document and maintain Finance processes and procedures.
- Assist with data quality initiatives.
- Support process improvement and automation activities.
- Prepare analyses, reports, and presentations.
- Participate in cross-functional projects.
- Perform other duties as required.

Education and Work Experience

Education, Experience & Designations

- Currently enrolled in a Bachelor of Commerce, Business Administration, Accounting, Finance, or related post-secondary program.
- Intention to pursue a Chartered Professional Accountant (CPA) designation is preferred.
- Previous accounting, finance, administrative, or analytical experience is an asset.

Essential Skills

- Intermediate proficiency in Microsoft Excel and working knowledge of Microsoft Word, Outlook, and PowerPoint.
- Strong numerical, analytical, and problem-solving abilities.
- Ability to interpret and reconcile financial information.
- Strong organizational skills and attention to detail.
- Ability to manage multiple priorities and recurring deadlines.
- Clear written and verbal communication skills.
- Ability to work independently and collaboratively in a multi-team environment.
- Initiative, adaptability, learning agility, and a continuous improvement mindset.

- Professionalism, integrity, and the ability to maintain the confidentiality of financial and business information.

Why Join Us?

At Cavvy Energy, you'll be part of a team that values safety, integrity, and operational excellence above all else. We take pride in running sour gas processing facilities and we know it's our people who make that possible.

Joining us means stepping into a role where your leadership directly shapes company performance, team culture, and continuous improvement. You'll work alongside experienced professionals who are passionate about safety and reliability, in an environment that encourages learning, accountability, and initiative.

Cavvy is an equal-opportunity employer committed to diversity and inclusion. We are pleased to consider all qualified applicants for employment without regard to race, colour, religion, sex, national origin, age, disability, protected veterans' status or any other legally protected factors. Accommodation for applicants with disabilities is available upon request during the recruitment process.

To apply please send resume to HR@cavvyenergy.com