

## Accounting Analyst

Spectra Energy Corp (NYSE: SE), a *FORTUNE 500* company, is one of North America's leading pipeline and midstream companies. Based in Houston, Texas, the company's operations in the United States and Canada included more than 21,000 miles of natural gas, natural gas liquids and crude oil pipelines; approximately 300 billion cubic feet (Bcf) of natural gas storage; 4.8 million barrels of crude oil storage; as well as natural gas gathering, processing and local distribution operations. Spectra Energy has served North American customers and communities for more than a century.

### Position Description

#### Responsibilities/ Job Duties:

- Perform accounting work that will require analytical review and reconciliations.
- Research financial activity to explain variances between such activity and budget and prior period operating results.
- Assist with preparation of operational financial reports for the executive management team.
- Become proficient with SAP financial accounting system and Hyperion Financial Management reporting system through training and experience.
- Input source transaction entries into financial accounting system and perform internal control procedures to ensure accuracy of the general ledger and sub-ledgers.
- Prepare customer billings and assist with accounts receivable management.
- Assist with preparation of the SEC 10-Q and 10-K reports.
- Assist with preparation of balance sheets, statement of operations, and cash flow statements.
- Perform accounting research to ensure compliance with Generally Accepted Accounting Principles and the Federal Energy Regulatory Commission rules.

### Basic/ Minimum Qualifications

- Bachelor's degree in Accounting or Finance with at least 18 hours in Accounting
- Overall GPA 3.0 or above
- Demonstrated proficiency working with office computer applications such as Microsoft Office Products, specifically Excel

### Desired Qualifications

- MPA
- Demonstrated leadership experience
- Strong communication skills
- Strong interpersonal skills
- Demonstrated ability to effectively solve problems by using analytical skills to reach a logical conclusion