

Role Title**SENIOR ASSOCIATE, Investment Accounting****Role Summary**

Dawson Partners ("Dawson"), based in Toronto, is a fast-growing private equity firm focused on accelerating liquidity on private equity portfolios through structured solutions. Dawson seeks to provide customized and flexible liquidity solutions for private equity investors through the use of structured solutions with existing investors or outright purchases of portfolios which are subsequently structured into different securities.

Dawson currently has US\$18.7B under management across our funds. Dawson is seeking diverse, energetic, and dynamic individuals who thrive in a fast-paced, high-performance, entrepreneurial environment.

The Senior Associate plays an essential role in the day-to-day operations of the Investment Accounting team and supporting the firm in achieving its business goals.

Reporting to the Manager, Investment Accounting, the Senior Associate is a detail-oriented accounting professional with several years of fund administration experience focused on the private equity and/or alternative asset classes.

Role-Specific Accountabilities

- Oversee Associates and Analysts on all aspects of the capital call and distribution process
- Liaise with fund administrator to coordinate upcoming capital calls and distributions
- Review capital call and distribution calculation, allocation and notices
- Review realized carry calculation associated with distributions
- Collaborate with internal tax team to prepare and reconcile withholding tax allocation
- Collaborate with internal technology team to ensure data integrity and resolve any data issues
- Respond to investor queries in a timely and efficient manner
- Assist in annual financial statement and SOC 1 audit processes
- Act as a resource for team members to ensure timely resolution of discrepancies and demonstrate sound judgement in escalating issues to senior members of the team
- Develop, implement and monitor compliance with internal and external operating standards, procedures and industry best practices
- Collaborate and develop strong relationships with other groups within the firm
- Provide leadership, training and coaching to junior team members
- Maintain good morale and foster teamwork
- Assist with ad hoc projects as needed

Education, Experience & Capabilities

- University degree in accounting, finance or economics
- Professional accounting or finance designation (CPA, CFA) considered an asset
- 5+ years of relevant experience in investment accounting or fund accounting, preferably in the Private Equity industry
- Demonstrated experience in leading small to mid-size functional teams
- A problem-solver with strong business acumen and technical expertise guided by an entrepreneurial mindset and the ability to embrace a changing environment
- Strong attention to detail with a mindset for automation and efficiency
- Ability and willingness to take ownership and responsibility of projects

- Excellent verbal and written communication skills
- Proven ability to work in a challenging, professional and deadline driven work environment
- High degree of professionalism and integrity
- Proficiency in Microsoft Office and fund accounting software

Our Commitment to Inclusion and Diversity

At Dawson, we are committed to being a truly diverse firm and fostering an inclusive and supportive culture. Employing a talented, diverse, and inclusive workforce is more than just an obligation; it is a critical component of our growth aspirations and a competitive advantage of our Firm.

In addition, we are committed to fostering an inclusive and accessible recruitment experience where all candidates are valued, respected, and supported.

If you require an accommodation for any part of the recruitment process (including alternate formats of materials, accessible meeting rooms, etc.), please let us know, and we will be pleased to work with you to meet your needs.

To apply:

Send a copy of your resume to careers@dawsonpartners.com and reference the role title **Senior Associate, Investment Accounting** in the subject line.

We thank you for applying, however, only those selected to continue will be contacted.