



Holloway Lodging Real Estate Investment Trust is a publicly listed hotel REIT listed on the TSX. The REIT currently owns 20 hotels across Canada and 1 hotel in the United States. This position is located in our Corporate Head Office in Bedford, NS and reports to the VP, Finance. On a consolidated basis, the REIT is comprised of three limited partnerships, two trusts, four corporations and 21 hotels.

IFRS Implementation/Assistant Controller

This is an excellent opportunity for an experienced CA with strong project management skills, to take the next step in their career, by taking responsibility for the entire IFRS conversion with our organization. As a publicly accountable entity, the REIT must convert its financial statements to International Financial Reporting Standards. As a result we require an Assistant Controller who is committed to spending the next year on implementation of IFRS and on re-stating our opening balance sheet and quarterly financial statements to IFRS.

Major Areas of Accountability:

- Implementation of IFRS for Holloway Lodging REIT. Re-statement of opening balance sheet as at December 31, 2009. Determine accounting adjustments that are required.
- Determination of what additional general ledger accounts are required for implementation of IFRS.
- Re-statement of 2010 quarterly financial statements to IFRS which will be the comparative figures for the 2011 IFRS quarterly financial statements.
- Review and finalization of the notes to the IFRS financial statements.

Based on workload, this position will also contribute in some of the following areas. As IFRS responsibilities dissipate, these will become the core functions of this position:

- Responsible for the preparation of monthly, quarterly and annual consolidated financial statements in accordance with generally accepted accounting principals within specified deadlines.
- Responsible for providing financial analysis for senior management explaining monthly and year-to-date operating results and comparison of actual to budget and provide commentary on variances.
- Assistance in the preparation of the quarterly and annual Management Discussion and Analysis.
- Assistance in the preparation and review of corporate/head office entities monthly financial records and financial statements and review of the hotels monthly financial statements and working paper files.
- Preparation and review of working paper files for external auditors. Provide assistance to external auditors during their on-site visits.
- Assistance in due diligence and transition for hotel acquisitions.
- Performance of other duties as required.

Education & Experience:

- CA designation with 3-5 year post graduate experience.

Knowledge, Skills & Abilities:

- Complete knowledge of IFRS
- Exceptional analytical ability.

- Excellent written and verbal communication skills.
- Ability to plan, prioritize and complete multiple projects in a timely manner.
- Knowledge of ACCPAC accounting system.
- Knowledge of hotel accounting systems and procedures would be considered an asset.
- Excellent interpersonal skills and the ability to work with all employees in the hotels and in the company that manages the hotels for the REIT.
- Proficient in Microsoft Excel and Word.
- Required to use discretion in dealing with confidential information as this is a public company.

If you are interested in the aforementioned position. Please submit your resume, cover letter and salary expectations to:

Human Resources
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