



IT SR&ED Technology Advisor for Montreal

Would you like to discover a variety of technological advances from the most innovative companies? Emergex needs you to write technological reports for our clients in the Greater Montreal and the province of Quebec!

Who We Are

Emergex SR&ED Consultants (www.emergex.com/careers) is a firm of 15+ employees and consultants specialized in financing technology companies through claims of Scientific Research and Experimental Development (SR&ED) and E-Business (CDAE) tax credits, the Industrial Research Assistance Program (IRAP) grant and other government funding.

Our values: excellence in customer service, focus on results, expertise, quality, reliability and efficiency. Emergex has earned the [Remarkable Employer](#)[®] certification from the Quebec Bureau of Standardization (BNQ), which recognizes excellence in managing human resources and the quality of the work environment.

We Offer

- Permanent position between 32 and 38.5 hours per week over 4 or 5 days, at your choice
- Flexible hours, flexible holidays and partial teleworking that respects the work / life balance. At Emergex, every hour worked is paid.
- Amazing offices in a historic building in Old Montreal, 500 m from the subway, with a kitchen and a shower
- Group insurance. Monthly cell phone and home Internet charges reimbursed.
- Access to shared cars from Communauto for personal use at privileged group rates

Your Challenges and Functions

- Interview our clients' technical employees to identify and document their R&D projects
- Write the technological descriptions of our clients' R&D projects according to the rules of the SR-ED program (we will train you)
- Validate roughly the eligible SR-ED expenses
- Ensure compliance with the timelines, methodology, processes and quality standards of Emergex
- Explain the criteria of the SRED program and coach our clients in improving their contemporaneous documentation process and adopting best practices
- Prepare and assist clients in the event of an audit by the Canada Revenue Agency (CRA)
- Assist Emergex business developers to evaluate eligibility of prospects for SRED

Required Skills

- 3+ years experience in programming, system analysis, software architecture or development
- Excellent knowledge of software industry terminology and technologies
- Excellent communication skills in French and English, spoken and written
- Active listening skills and ability to conduct technical interviews to collect detailed descriptions of projects
- Capacity for analysis and synthesis, intellectual curiosity and insight

Desirable Skills

- University diploma in computer science or equivalent
- Work experience in an SME, preferably a professional services firm
- Experience in technical writing, ideally SR&ED reports
- Interpersonal skills to enrich relations and collaborate with stakeholders
- Ease of understanding and explaining abstract or complex technical concepts
- A valid driver's licence for occasional visits to clients

Send your resume preferably in **Word format** to rh@emergex.com, specifying the reference code in the original ad, otherwise the name of the website where you first saw it.