

## EMPLOYER PLACEMENT REQUEST

**CANADIAN PACIFIC RAILWAY** Ingenuity.

### **Making history, every day. Railway Personnel**

Canadian Pacific Railway has a tradition of making history, every day. Be a part of it as a

### **Manager Collections & Disputes - Minneapolis, MN**

**Positions available in:  
Minneapolis, MN**

CP has a proud history and an exciting future, one whose success is built on the dedication and ingenuity of its employees. We value the contributions of our employees and believe strongly in their development and encourage and support their efforts to advance their careers. Our recruiting teams offer a full suite of services designed to help employees further their careers, including interview and resume preparation assistance. The opportunities are endless.

**DEADLINE TO APPLY – January 12, 2012**

**ALL APPLICANTS MUST APPLY ONLINE AT [WWW.CPR.CA](http://WWW.CPR.CA)  
WE ONLY ACCEPT APPLICATIONS ONLINE**

#### **JOB DESCRIPTION:**

To plan, organize and manage the business activities related to the collection and settlement of customer and interline shipments of CPR freight transportation services. This includes planning, organizing and managing of all business activities to manage and settle customer and interline shipment disputes. Total value of US customer and interline billings is \$1.0 Billion.

-Accountable for the collection, accurate application of payments and settlement of customer disputes and claims for customer and Interline settlements handled in Minneapolis.

-Accountable for the review, approval and monitoring of Overcharge Claims to/from other Railways in line with company policy and AAR Accounting rules.

-Accountable for ensuring all revenue related ICF and SOX controls are in compliance.

-Accountable for revenue activities, refunds and adjustment of journal entries.

-Prepare scorecards for customers.

-Identifies and recommends process changes to improve the productivity and efficiency of the staff.

-Review aging of accounts receivable in order to maximize cash flow benefits, reduce uncollectible accounts, and charges against income for doubtful accounts and bad debt.

-Escalates delinquent account receivables in order to maximize cash flow benefits, reduce uncollectible accounts, and charges against income for doubtful accounts.

-Accountable for selection, discipline, coaching and development of direct report positions, as well as payroll.

-Prepare monthly reconciliation report.

#### **JOB REQUIREMENTS:**

-Bachelor of Commerce, majoring in Accounting or Business Administration or equivalent is preferred. A professional accounting accreditation (CPA) and /or MBA would be highly desirable.

-5 to 10 years in progressively more responsible accounting positions, preferably within a railroad industry, and experience in the development and implementation of new computer systems, and process re-engineering.

-In depth knowledge of pertinent government regulations, AAR rules and accounting practices.

-Knowledge of work procedures and computer operating systems such as Excel, Outlook, SAP, Revenue Accounting Functions.

-Knowledge of SOX and ICF Controls.

-Effective writing and strong verbal communication skills.

-Good organizational and administrative strengths with emphasis on goal setting, leadership, team building, decision making, and problem solving.

-Ability to apply judgment, innovation, persuasion, and influencing skills.

-Ability to manage conflict within Stratum 1 to 3 and with unionized direct reports.

-Ability to motivate, delegate and work under pressure.

-Ability to lead others with or without position authority. Tactfully influencing and persuading others.

-Effective communication and negotiation skills with customers; peers; and seniors.

-Must be prepared to provide appropriate feedback to employees for development and performance purposes.

-Ability to lead the team and manage expectations.

-Ability to make tactical decisions related to complex and demanding issues impacting internal and external stakeholders.

**Type of Business:** Freight Transportation

**Benefits:** Health, dental, vision, life insurance, railroad retirement, 401k, tuition reimbursement and more.

**Are you ready?! It's no ordinary opportunity.**

**EQUAL OPPORTUNITY/ AFFIRMATIVE ACTION EMPLOYER**

**JOB LINE 800-635-7995**

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