

**Accountant Junior****Quest CPA Consulting, North Vancouver**

The ideal candidate will have a combination of accounting experience and education, as well as exceptional customer service skills. Qualifications: • Some bookkeeping experience; • Some post-secondary accounting education; • Proficient computer knowledge and experience with MS Office; • QuickBooks, and TaxCycle knowledge an asset; • Excellent English communication skills, both written and verbal; • Outstanding interpersonal skills with a strong focus on client service; • Detail oriented individual with superior organizational and analytical skills. Send a cover letter and resume with "Junior Accountant" in the subject line no later than January 31, 2019 to [questcpadl@gmail.com](mailto:questcpadl@gmail.com)

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Job Posted: January 19, 2019

**Accountant Senior****Crown Packaging, (13911 Garden City Road) Richmond**

The Senior Accountant will report directly to the Canadian Controller and be involved in reporting of results, budgeting and analytics. Revenue analysis, variance reporting, budgeting and recording. Completes month end duties on time and accurately; identifies variances and reports back to the Controller. Tracks and reports complex daily banking in multiple currencies, prepares related bank reconciliations and entries. Qualifications: • Must have strong multicurrency experience, ability to move across US and CAD seamlessly, "see" from US and Canada points of view • Accounting experience in a manufacturing environment • Comfortable working on multiple systems, including DOS based legacy systems and manipulating data • Goal oriented with fast response to information and report requests while keeping an eye on the detail • Advanced knowledge of MS Office products, especially Excel • Strong verbal and written communication skills • Must have the ability to work in a team environment • A self-starter, flexible, with the ability to multitask and work independently with minimal supervision • CPA, CMA, CGA designation fully completed (Required). Email resume with position title in the subject to [hr@crownpackaging.com](mailto:hr@crownpackaging.com)

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Job Posted: January 19, 2019

**Financial Analyst****Crystal Fortune Holdings Inc., Richmond, \$30/hr**

Provide service to clients with financial risk evaluations, financial forecasts, and documents concerning capital management Plan short- and long-term cash flows and assess financial performance. Based on clients' current business and financial status, analyze potential investment projects, and follow up on the projects. Support clients in the financial aspects of contracts. Qualifications: • Bachelor's Degree in Finance (Master preferred) • 5+ years' experience working in finance and/or accounting • CFA L2 plus is preferred. Work location: 250 11590 Cambie Rd, Richmond, BC V6X 3Z5; Email [hr@crystalfortune.com](mailto:hr@crystalfortune.com)

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Job Posted: January 19, 2019

**Staff Accountant****Lawson & Coleman CPA, Vancouver**

Looking for a full-time staff accountant who can join our team and provide exceptional accounting services to our clients. Qualifications: • Excellent knowledge of Excel/Word • Strong written and oral communication skills • Deadline-driven • Flexibility to work overtime in the months of March and April • Patient and calm - able to communicate with colleagues/clients, ensuring their needs are met • Exceptional team player with experience working in a team setting. Public practice experience and/or proficiency in Caseware, Profile, Sage50, and Quickbooks/Quickbooks online would be an asset. Submit your resume and cover letter with salary expectations on or before January 25, 2019 via email to [sarah@jwlawsoninc.com](mailto:sarah@jwlawsoninc.com)

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Job Posted: January 5, 2019

**Accounts Payable & Receiving Clerk****Pico of Canada Ltd., Burnaby, \$17/hr**

Processing payments to vendors by cheque, EFT, ACH & Wire Transfers. Producing weekly payment runs. Entering vendor invoices into the software system. Overseeing vendor accounts and solving discrepancies. Requirements: • Canadian Resident • English fluency (both spoken and written) is essential • A professional telephone manner • Solid numeric accuracy and attention to detail • Computer experience with Microsoft Outlook and Excel • Typing speed of 40wpm or better. Additional assets: • Fluent in French • Experience in Accounts Receivable • Experience in Bookkeeping / Accounting • Experience in customer service / phone work. Apply by Jan 31, 2019. Contact: Patti Parsons. Email: [p.parsons@picocanada.com](mailto:p.parsons@picocanada.com) [picocanada.com/](http://picocanada.com/)

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Job Posted: December 8, 2018

**Accounts Payable Clerk****Sandman Hotels, Inns and Suites Ltd., Vancouver**

Looking for an Accounts Payable Clerk who is able to handle full cycle, high volume accounts payable to join our accounting team in Vancouver. Reporting to the Accounts Payable Supervisor, the Accounts Payable Clerk is responsible for accurately, efficiently and effectively recoding, reconciling and processing accounts payable transactions. This is a full time position. Qualifications: • Post-secondary diploma or degree in accounting • Minimum one year of full cycle AP experience • Proficiency in Microsoft Office • Good attention to detail • Excellent communication skills • Self-starter with the ability to work in a fast paced, high volume environment. Applications will not be accepted via email or in person. Location: 1755 West Broadway, Vancouver, BC V6J 4S5; Apply online by Jan 31, 2019 at [northland.prevueaps.com/jobs/](http://northland.prevueaps.com/jobs/)

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Job Posted: January 12, 2019

**Accounts Receivable Business Collections Specialist****Sandman Hotels, Inns and Suites Ltd., Vancouver**

The duties of a Collections Specialist include business to business soft collection calls and/or correspondence in a fast paced goal oriented Accounts Receivable department. Required Skills: • 3-5 years High Volume corporate Collections experience. • Knowledge of Billing and Collections procedures • Accounts Receivable knowledge/experience a plus • Strong attention to detail, goal oriented • Experience with Navision software a plus • Commitment to excellent customer service • Excellent written and verbal communication abilities • Ability to prioritize and manage multiple responsibilities. Applications will not be accepted via email or in person. Location: 1755 West Broadway, Vancouver, BC V6J 4S5; Apply online by Jan 31, 2019 at [northland.prevueaps.com/jobs/](http://northland.prevueaps.com/jobs/)

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Job Posted: January 12, 2019

**Bookkeeper****Eurohouse Construction, West Vancouver, \$60,000**

Manage and oversee day to day cash flow, cash forecasting/budgeting. Handling all aspects of A/R and A/P. A/R - weekly aging report, produce and send statements, follow up with customers and Project Managers for payment collection and assist with resolving any discrepancies, checking sales forecast. A/P - weekly aging report, manage and plan payments to vendors and subcontractors, processing payments. In order to succeed in this role you will need: • Post-secondary degree in Accounting or Finance • 2-4 years of relevant experience is required • Proficient with Microsoft Office - Outlook, Word, and Excel • Experience with QuickBooks • Excellent interpersonal and communications skills (written and verbal). Send your resume and a description of how you feel you would be an asset to [info@eurohouse.ca](mailto:info@eurohouse.ca)

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Job Posted: January 19, 2019

**Bookkeeper****Jaskaran Brar, Abbotsford, \$23/hr**

Post journal entries, Maintain general ledgers and financial statements, Prepare trial balance of books, Calculate fixed assets and depreciation, Calculate and prepare cheques for payroll, Prepare tax returns, Keep financial records and establish, maintain and balance various accounts using manual and computerized bookkeeping systems, Reconcile accounts, Prepare other statistical, financial and accounting reports. Mail: 101 - 30755 Simpson Road, Abbotsford, BC V2T 6C7; Email [jaskaranbrar809@gmail.com](mailto:jaskaranbrar809@gmail.com)

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Job Posted: January 19, 2019

**Bookkeeper****Quality Hotel Airport (South), Richmond, \$24/hr**

To maintain client accounts using manual and computerized bookkeeping systems. - Maintain general ledgers and prepare final financial statements. Employment requirements • Completion of secondary school is required • Completion of a college program in accounting, bookkeeping or a related field or Courses in accounting or bookkeeping combined with several years of experience as a financial or accounting clerk are required. Fax: 604-244-3081. Corporate Office: 7228 Westminster Hwy, Richmond, BC V6X 1A1; Email [bobnijjar5@gmail.com](mailto:bobnijjar5@gmail.com)

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Job Posted: January 19, 2019

**Income Tax Preparer, Part Time, Seasonal****Tax Planning Centre, Coquitlam/ Maple Ridge**

Preparation of Personal and Small Business/Proprietorship income tax returns (this is not an accounting or bookkeeping position). The seasonal positions will commence approximately February 15 and conclude on May 1, 2019. Requirements: • Diploma or certificate in Tax Preparation, OR a minimum of 3 years tax preparation experience in the field • Thorough knowledge of personal and small business/proprietorship tax requirements • Be able to work at a fast pace, with a high degree of accuracy • Highly motivated and detail-oriented • Treatment of all information dealt with in a professional and confidential manner • Excellent command of verbal and written English. Asian languages may be beneficial. Apply by Jan 31, 2019. Contact: Maryke Leonard-Troskie. Email: [maryke.mapleridge@gmail.com](mailto:maryke.mapleridge@gmail.com)

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Job Posted: January 5, 2019