



ACCOUNTING TECHNICIAN

Full-time, Permanent position

Located in Brandon or Russell MB

Position start date: Negotiable

Sensus Chartered Professional Accountants Ltd. is a medium-sized, growth orientated public practice accounting firm with five offices in Manitoba (Russell, Brandon, Roblin, Shoal Lake and Virden) and one office in Yorkton, Saskatchewan. We are now hiring for an Accounting Technician within our Brandon or Russell, MB office.

General responsibilities include the following:

- Perform compilation and review engagements for incorporated and unincorporated business entities. This includes the preparation of financial statements.
- Perform audits on small and medium sized not for profit organizations to ensure compliance with accounting standards and statutory requirements.
- Attend municipal audits, perform testing and assist audit supervisor/ manager to gather information required to complete the audit.
- Prepare audit reports and audit findings communications.
- Prepare financial statements for the audited entities.
- Ensure accuracy and compliance to accounting standards, procedures and internal controls.
- Prepare general ledgers, journal entries and trial balances.
- Prepare bank reconciliations.
- Filing of GST / PST returns for clients.
- Assess fixed assets and depreciation.
- Preparation and filing T2 corporate tax returns.
- Store, update and retrieve financial data.
- Examine financial records and transactions.
- Act as support staff for various departments as needed.
- Perform clerical duties, such as maintaining filing and record systems.
- Answer customer inquiries.
- Perform general office duties.
- Attend in house training sessions.
- Attend regular staff audit / corporate year end meetings.

We offer a competitive compensation package, including a group insurance plan and group RRSP, exposure to a wide variety of client industries and services and our continual growth, provides a career opportunity for candidates wishing to pursue the highest levels of professional development. This position could lead to further advancement within the Firm.

We appreciate the interest of all applicants, however, only candidates selected for interviews will be contacted.

Office Locations:
Brandon, Russell, Roblin, Shoal Lake
Virden, MB and Yorkton, SK

Audra Nychuk CPA, CA
Ian McMullan CPA, CA
Brett Fordyce CPA, CGA
Kyle Paul CPA, CA
Tiffany Bodnariuk CPA, CA

anychuk@sensuscpa.ca
imcmullan@sensuscpa.ca
bfordyce@sensuscpa.ca
kpaul@sensuscpa.ca
tbodnariuk@sensuscpa.ca

Please submit your resume to bfordyce@sensuscpa.ca for consideration

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