

Accounting Technician Opportunity

We have exciting new opportunities available in our Brandon and Hamiota locations.
The path to your potential starts here!

These positions will have a farm-related focus, making any candidate with farm experience a potential fit. Whether it be direct farm bookkeeping experience or even simply growing up in a farm environment. Make sure to let us know if this is you!

The Position (full time – one in each location)

The successful candidate would be expected to:

- complete client year end working paper files and financial statements
- complete draft T2 corporate tax returns where applicable
- complete client monthly/quarterly bookkeeping engagements
- assist clients with recordkeeping advice when required
- complete GST/PST/Payroll remittances
- prepare personal income tax returns as required (farm focus)

The Ideal Candidate

We are looking for an individual who:

- is a CPA student (preferred)
- is committed to delivering exceptional client service
- is committed to delivering high quality work in a time efficient manner
- is an active contributing team member complete with innovative new ideas
- possesses excellent communication skills (verbal and written)
- is very organized and neat
- is trustworthy, respectful and able to work in confidence with client information
- is analytically inclined
- possesses outstanding work ethic
- is fun to work with (a good sense of humor is an asset!)

Skills

The ideal candidate will possess the following skills and experience:

- experienced in completing working paper files in an accounting firm environment
- knowledgeable with accounting standards as it applies to preparation of financial statements
- proficient with CaseWare Working Papers software
- knowledgeable and experienced with client accounting software such as QuickBooks/Simply Accounting/Ag Expert
- experienced working with small to medium sized businesses
- experienced working with Microsoft Word and Excel programs
- knowledgeable with farming records and operations would be an asset
- open to working in a paperless environment
- while these qualifications are preferred, we are willing to train the right candidate(s)

The Firm

Alliance Accounting Group Chartered Professional Accountants Inc. is a dynamic accounting firm committed to delivering exceptional client service, high quality of work and innovative solutions for our clients. Our team consists of a combination of very experienced professionals mixed with a young team of career driven individuals. We are committed to employing the latest in technology and client service methods.

The Application

To apply, please direct your application to the attention of Leah Campbell. You can drop your application off at our Brandon office or email to lcampbell@allianceaccounting.ca.

When applying for this position:

- provide a cover letter outlining why you would be the ideal candidate (it should include a statement as to your goals relational to the accounting field of work)
- attach a typed resume clearly outlining your:
 - Education
 - Experience
 - Outside interests
 - Contact information including email address and phone number
- ensure that your resume speaks directly to what the position requires
- provide a list of at least three references and contact information
- indicate when you would be available to begin work and at which office location
- include your salary expectation

We are certain that every applicant has some excellent qualities. Be certain to tell us all about yours!

The Deadline

Applications will be accepted until suitable candidates are found.

We thank everyone for applying for the position. Only applicants that we select for an interview will be contacted.