

Company	6755675 Manitoba Ltd O/A Calculus Financial
Location	4-11 Vervain Dr Rosser MB ROH OA1
Date Posted	2022-08-25
Posted Until	2022-11-23
Job Type	Permanent, Full-time
Job Category	Finance Officer (NOC 1311)
Positions	One
Description	<p>Calculate and prepare cheques for payroll. Calculate fixed assets and depreciation. Keep financial records and establish, maintain and balance various accounts using manual and computerized bookkeeping systems. Maintain general ledgers and financial statements, post journal entries. Prepare other statistical, financial and accounting reports. Prepare tax returns, prepare trial balance of books. Reconcile accounts</p>
Start Date	As soon as possible
Salary	\$24.00/hr
Education Requirements	Completion of Bachelor's Degree
Essential Skills	Accounting software, Electronic scheduler, MS Excel, MS Outlook, MS PowerPoint, MS Word, Quick Books, TaxPrep
Experience	Must have at least three years of most recent, verifiable work experience
Languages	English
How To Apply	By E-Mail: info@calculusfinancial.ca