



Accounting Bookkeeper

Description

Post journal entries, Maintaining the books of accounts, preparation of financial statements, prepare tax returns, Calculate and prepare cheques for payroll, prepare other statistical, financial and accounting reports, keep financial records and establish, maintain and balance various accounts using manual and computerized bookkeeping systems, Reconcile Accounts, prepare trial balance of books, Receivable and Payable Accounting, maintaining of fixed asset register.

Qualification

Completion of Bachelor's Degree

Experience of related field will be given preference.

Closing Date

December 12, 2025

Categories

Business, Finance and Administration

Employer

Swaraj Prinja Consultancy
Canada Inc

Location

Inkster

Address

104-1770 King Edward St
Winnipeg, R2R 0M5

Job Type

Full-time

Education Level

Bachelor

Wage

\$31.00 - \$31.00

Email

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