



Accountant (Brandon, MB)

Description

WESTMAN COMMUNICATIONS GROUP (Westman) is seeking applications from energetic, highly motivated individuals to become part of our growing team! Westman is an industry-leading communications provider based in Brandon MB, offering residential and commercial High-Speed Internet, Digital TV, and Phone services in communities across Manitoba. Established in 1977, as a locally owned and operated cooperative, Westman is dedicated to delivering competitive and innovative services, providing an exceptional member experience, and supporting the communities we serve.

What we have to offer:

- Competitive compensation package.
- Comprehensive group benefits plan (extended health; life; dental; vision; GRRSP; and health and wellness).
- Various Learning and Development initiatives, and opportunities to grow within our team!
- Opportunity to participate in company events and activities and enjoy our company perks!

What you'll do:

- Ensure all accounting entries are recorded accurately and on a timely basis.
- Key accounts receivable, payable sub-ledger entries, and all related general journal entries pertaining to these, as well as any accounting entries given.
- Prepare monthly prepaid and accrual journal entries.

Closing Date

February 27, 2026

Categories

Rural Opportunities

Employer

Westman
Communications
Group

Location

Rural

Address

1906 Park Avenue
Brandon, R7B0R9

Job Type

Full-time

Education Level

College

- Prepare remittances (PST, GST, etc.), bank reconciliations and variance to budget reports on a monthly basis.
- Prepare monthly subscriber and revenue reports.
- Ensure accurate and timely assembly and distribution of monthly cash over and short reports, month-end revenue and department expense statements and reports.
- Prepare and distribute monthly management reports and financial statements.
- Assist in preparation of audited financial statements, quarterly/annual reports, as well as compliance reports.

Qualification

What you'll bring to the team:

- Bachelor's degree or college diploma in Accounting, Finance, or Business Administration is required.
- Completion of database or computer system courses is considered an asset.
- Minimum 2 years of experience with computerized accounting systems including preparation of financial systems is required.
- Experience in banking, handling cash transactions, daily balancing, computer data entry, and recording of cash for deposit preparation is required.
- Experience in process improvement is considered an asset.
- Proficiency with Microsoft Office 365 Office (Outlook, Word, Excel, SharePoint, OneDrive).
- Must be bondable.

*A combination of education and experience may be considered.