



Accountant

Posted by DMCL Chartered Professional Accountants

Posting Date : 14-Jan-2025

Closing Date : 13-Jul-2025

Location : Port Coquitlam

Salary : \$36.92 Per Hour

Job Requirements

- **Education:** Bachelor's Degree
- **Language:** English
- **Years of Experience:** 1 year
- **Vacancy:** 1
- **Job Type:** Full Time
- **Job ID:** DISJ2423499

Job Description:

Title of Position: Accountant

NOC : 11100

No. of Positions: 1

Work Location: Port Coquitlam, BC

Terms of Employment: Permanent Employment, Full Time

Hours of work: 35 hours per week

Wage: \$36.92 per hour

Job requirements: Starts as soon as possible

Languages: English

Education: Bachelor's Degree

Experience: 1 year to less than 2 years

Onsite: Work must be completed at the physical location. There is no option to work remotely.

Responsibilities

Tasks

Plan, set up and administer accounting systems

Supervise staff

Train staff

Arrange training for staff

Ensure accuracy and compliance to accounting standards, procedures and internal control

Prepare reports and audit findings

Prepare financial statements and reports

Recommend improvements to accounting systems and management practices

Conduct field audits of businesses to ensure compliance with provisions of the Income Tax Act, the Canadian

Business Corporations Act or other statutory requirements

Prepare income tax returns from accounting records

Analyze financial documents and reports

Examine accounting records

Provide financial, business and tax advice

Assist in the planning and execution of financial statement audits

Supervision

1 to 2 people

Credentials

Certificates, licences, memberships, and courses

Chartered Professional Accountant (CPA)

Work Conditions and Physical Capabilities:

Fast-paced environment

Tight deadlines

Attention to detail

Personal Suitability:

Accurate

Client focus

Dependability

Efficient interpersonal skills

Organized

Ability to multitask

Due diligence

Employment groups

This employer promotes equal employment opportunities for all job applicants, including those self-identifying as a member of these groups: Indigenous people, Persons with disabilities, Newcomers to Canada, Older workers, Veterans, Visible minorities

Apply by email: hiring.dmcl@gmail.ca

Who can apply to this job?

You can apply if you are:

a Canadian citizen

a permanent resident of Canada

a temporary resident of Canada with a valid work permit

Do not apply if you are not authorized to work in Canada. The employer will not respond to your application.

To apply for this job vacancy, please send your resume along with a cover letter and a reference letter from your previous employer to the following email: hiring.dmcl@gmail.ca

Posted on Disabled job Portal