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## ACCOUNTANT (NOC 11100)

Posted by **QUANTUM COLLEGE**

### Job Details

**Posting Date:** 23-Oct-2024

**Closing Date:** 21-Apr-2025

**Location:** Richmond

**Salary:** \$35 Per Hour

### Job Requirements

**Education:** Bachelor's Degree in Accounting

**Language:** English

**Years of Experience:** 1 year

**Vacancy:** 1

**Job Type:** Full Time

**Job ID:** YJ6326715

### Job Description

## **About Us**

Quantum College aims to help students develop their skills in various areas, whether it be a pathway to a university or a vocation that leads to a rewarding career path. We offer a strong educational program to assist with English-language and business skills.

We stand by the quality education we deliver to prepare students for the next stage in their life. Our classes are designed for students who are planning to become a professional with a university degree. Moreover, we offer diplomas that help students pursue their career as well. With small classes and dedicated instructors, our programs are of high-quality, and we also serve our students who need extra help in transitioning into the Canadian culture and language.

For international students or newcomers to Canada, we are here to help you further pursue your education and develop your professional career.

## **Position**

Accountant

## **Languages**

English

## **Education**

Bachelor's degree

## **Experience**

1 year to less than 2 years

## **Work setting**

College or university educational institution/establishment

## **Tasks**

- Manage balance sheets and profit/loss statements

- Train staff
- Arrange training for staff
- 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
- Develop and maintain cost findings, reporting and internal control procedure
- Review and examine financial services and institutions to ensure compliance with governing legislation and regulation
- Analyze financial documents and reports
- Examine accounting records
- Investigate possible unethical conduct or breaches of securities or commodity futures law
- Provide financial, business and tax advice
- Assist in the planning and execution of financial statement audits
- Variance analysis
- Keep financial records and establish, maintain and balance various accounts using manual and computerized bookkeeping systems
- Oversee payroll administration

## **Benefits**

Health benefits

Dental plan

Health care plan

**Wage & Hour**

CAD\$35/Hour & 35 Hours/Week

Please send your cover letter and resume to

[jobs@quantumedu.ca](mailto:jobs@quantumedu.ca)