

Accounting Technician opportunity available in Swift Current

Required Skills & Qualifications:

- Minimum of 2 years business experience
- Minimum of 1 year accounting experience or education equivalent
- Business Administration certificate, or equivalent
- Preferred Management Degree, or equivalent
- Strong organizational skills and detailed-oriented
- Ability to type 25 words per minute or faster
- Competent with Microsoft software, especially Word and Excel
- Experience with accounting software
- Ability to organize and manage a wide range of priorities
- Positive and co-operative team player
- Basic knowledge of Max MRP and Great Plains is preferred
- Capable of working with minimal supervision

Key Responsibilities:

- Prepare monthly journal entries
- Accounts Payable and Accounts Receivable support
- Monthly General Ledger reconciliation
- Various other administrative duties
- Perform other duties as assigned by the Accounting Manager

Rem offers a competitive salary, a comprehensive benefits package, RRSP matching & bonus programs, educational & health allowances, and advancement opportunities within the company.

For more information, visit our website or contact the HR Department.

Email your application today to:

HR Department
Rem Enterprises Inc.
careers@rem.sk.ca
Phone: (306) 773-0644 ext. 227