



Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

Toll Free Fax: (877) 825-7564

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Keewatin, ON P0X 1C0

Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/07/04

Bookkeeper (NOC 12200)

Job ID	A2-34-0A-80-EC-D5	
Web Address	https://careers.indigenous.link/viewjob?jobname=A2-34-0A-80-EC-D5	
Company	Lunatech Consulting Ltd.	
Location	Edmonton, Alberta	
Date Posted	From: 2024-02-10	To: 2024-08-08
Job	Type: Full-time	Category: Finance
Job Start Date	As soon as possible	
Job Salary	\$28.85 Hourly / 35 Hours Per Week	
Languages	English	

Description

Vacancy: 1

Terms of employment: Permanent, Full time, Day

Responsibilities

Tasks

Keep financial records and establish, maintain and balance various accounts using manual and computerized bookkeeping systems

Maintain general ledgers and financial statements

Post journal entries

Prepare other statistical, financial and accounting reports

Prepare tax returns

Prepare trial balance of books

Reconcile accounts

Experience and specialization

Computer and technology knowledge

MS Excel

MS Word

Additional information

Work conditions and physical capabilities

Attention to detail

Fast-paced environment

Personal suitability

Accurate

Organized

Reliability

Business and work location: B12 10132 105 Street NW Edmonton, AB T5J 1C9

Experience

2 years to less than 3 years

Education Requirements

Secondary (high) school graduation certificate

Other

Employment groups Help - Employment groups

This employer promotes equal employment opportunities for all job applicants, including those self-identifying as a member of these groups: Indigenous people, Newcomers to Canada, Youth

How to Apply

By email

lunatechconsulting@gmail.com

Job Board Posting



NewCanadianWorker

A Fresh Start for New Arrivals

Date Printed: 2024/07/04

Bookkeeper (NOC 12200)

Job ID	2BE5729DE0310	
Web Address	http://NewCanadianWorker.ca/viewjob?jobname=2BE5729DE0310	
Company	Lunatech Consulting Ltd.	
Location	Edmonton, Alberta	
Date Posted	From: 2024-02-10	To: 2024-08-08
Job	Type: Full-time	Category: Finance
Job Start Date	As soon as possible	
Job Salary	\$28.85 Hourly / 35 Hours Per Week	
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Job Board Posting

NoExperienceNeeded.ca
your place for a first step or a fresh start

Date Printed: 2024/07/04

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Job ID	2A0ECB1D2E9AE	
Web Address	http://NoExperienceNeeded.ca/viewjob?jobname=2A0ECB1D2E9AE	
Company	Lunatech Consulting Ltd.	
Location	Edmonton, Alberta	
Date Posted	From: 2024-02-10	To: 2024-08-08
Job	Type: Full-time	Category: Finance
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