



# 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  
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# Job Board Posting



Careers.Indigenous.Link

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## Intermediate Accountant

<b>Job ID</b>	<b>76-1C-25-CC-95-A2</b>
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=76-1C-25-CC-95-A2">https://careers.indigenous.link/viewjob?jobname=76-1C-25-CC-95-A2</a>
<b>Company</b>	Native Child And Family Services Of Toronto
<b>Location</b>	Toronto, Ontario
<b>Date Posted</b>	From: 2021-07-21 To: 2022-01-17
<b>Job</b>	Type: Full-time Category: Finance
<b>Job Salary</b>	\$47,097-\$72,973
<b>Languages</b>	English

### Description

Native Child and Family Services of Toronto

Native Child and Family Services of Toronto is an Indigenous, community controlled multi-service agency. Our mission is to provide support, ensure safety and enhance the quality of life for Indigenous families, children, and youth within the greater Toronto area. Our agency works within a holistic framework, which builds on individual and family strengths, and engages clients as partners in identifying issues and their solutions.

Classification: Contract Full-time

Hours: 35 hrs/wk.

Rate: \$47,097-\$72,973

Location: 30 College St. Toronto

NCFST is committed to staffing a workforce representative of the Aboriginal population we serve. We encourage First Nation, Metis and Inuit applicants to apply and please self-identify in their cover letter.

#### Position Summary

Under the direction of the Manager, Finance and Accounting the Intermediate Accountant will be responsible primarily for managing the overall Accounts Receivable functions, uploading and reviewing of payroll entries, responsible for reviewing and maintaining various asset and liability accounts, bank reconciliations and providing support to the Accounting Supervisor.

#### Main Responsibilities:

- Prepare and review of payroll entries for uploading
- Monthly Bank reconciliations
- Responsible for full-cycle AR accounting
- Internal financial reporting
- Preparing month-end journal entries and account reconciliation for Prepaids
- Assist with expense account reconciliations
- Assist with accounts payable
- Assist in preparation of audit file schedules
- Handle queries from suppliers, community, and staff
- Assist with ad hoc reports as required

#### What we are looking for

Minimum of three years of accounting experience, preferable in a mid-sized, multi-service social service agency

CPA designation or working towards designation

A high level of literacy in Aboriginal culture and in urban Aboriginal issues would be an asset.

Must be highly computer literate and proficient in using computerized accounting software, specifically Sage 300 and BI reporting.

Proficient in excel spreadsheets, word processing and database programs.

Must be detail-oriented and have excellent written, verbal and analytical skills.

Ability to work well in a tightly knit team and be flexible and adaptable to change and growth.

### How to Apply

Click Apply Now!

If you are interested in this job opportunity, please apply on our website: [www.nativechild.org](http://www.nativechild.org) on or before August 3, 2021

We are committed to providing a barrier-free work environment in accordance with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. As such, NCFST will make accommodations available to applicants with disabilities upon request during the recruitment process.

We thank you for your interest, however, only those applicants selected for an interview will be contacted.