



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.Link's 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
L9 P23 R4074 HWY 596 - Box 109
Keewatin, ON P0X 1C0

Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/04/29

Bookkeeper

Job ID	C0-93-10-1C-D1-6E	
Web Address	https://careers.indigenous.link/viewjob?jobname=C0-93-10-1C-D1-6E	
Company	Supreme Paving Ltd	
Location	Langley, British Columbia	
Date Posted	From: 2020-02-03	To: 2020-08-01
Job	Type: Full-time	Category: Finance
Job Start Date	As soon as possible	
Job Salary	\$23.10/hr	
Languages	English	

Description

- Keeping financial records and establishing, maintaining and balancing various accounts using manual and computerized bookkeeping systems
- Posting journal entries and reconciling accounts, preparing trial balance of books, maintaining general ledgers and prepare financial statements
- Calculating and preparing cheques for payrolls and for utility, tax and other bills
- Completing and submitting tax remittance forms, workers' compensation forms, pension contribution forms and other government documents
- Preparing tax returns and performing other personal bookkeeping services
- Preparing other statistical, financial and accounting reports.

Experience

Minimum 1 to less than 2 years of relevant experience is required.

Education Requirements

Completion of secondary school is required. Completion of a college program in accounting, Economics, bookkeeping or a related field of study will be an asset.

How to Apply

by email: pavinghire@gmail.com

Job Board Posting



NewCanadianWorker

A Fresh Start for New Arrivals

Date Printed: 2024/04/29

Bookkeeper

Job ID	A54C395F7F098	
Web Address	http://NewCanadianWorker.ca/viewjob?jobname=A54C395F7F098	
Company	Supreme Paving Ltd	
Location	Langley, British Columbia	
Date Posted	From: 2020-02-03	To: 2020-08-01
Job	Type: Full-time	Category: Finance
Job Start Date	As soon as possible	
Job Salary	\$23.10/hr	
Languages	English	

Description

- â€¢ Keeping financial records and establishing, maintaining and balancing various accounts using manual and computerized bookkeeping systems
- â€¢ Posting journal entries and reconciling accounts, preparing trial balance of books, maintaining general ledgers and prepare financial statements
- â€¢ Calculating and preparing cheques for payrolls and for utility, tax and other bills
- â€¢ Completing and submitting tax remittance forms, workers' compensation forms, pension contribution forms and other government documents
- â€¢ Preparing tax returns and performing other personal bookkeeping services
- â€¢ Preparing other statistical, financial and accounting reports.

Experience

Minimum 1 to less than 2 years of relevant experience is required.

Education Requirements

Completion of secondary school is required. Completion of a college program in accounting, Economics, bookkeeping or a related field of study will be an asset.

How to Apply

by email: pavinghire@gmail.com

Job Board Posting

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

Date Printed: 2024/04/29

Bookkeeper

Job ID	33A9C95F0B656	
Web Address	http://NoExperienceNeeded.ca/viewjob?jobname=33A9C95F0B656	
Company	Supreme Paving Ltd	
Location	Langley, British Columbia	
Date Posted	From: 2020-02-03	To: 2020-08-01
Job	Type: Full-time	Category: Finance
Job Start Date	As soon as possible	
Job Salary	\$23.10/hr	
Languages	English	

Description

- Keeping financial records and establishing, maintaining and balancing various accounts using manual and computerized bookkeeping systems
- Posting journal entries and reconciling accounts, preparing trial balance of books, maintaining general ledgers and prepare financial statements
- Calculating and preparing cheques for payrolls and for utility, tax and other bills
- Completing and submitting tax remittance forms, workers' compensation forms, pension contribution forms and other government documents
- Preparing tax returns and performing other personal bookkeeping services
- Preparing other statistical, financial and accounting reports.

Experience

Minimum 1 to less than 2 years of relevant experience is required.

Education Requirements

Completion of secondary school is required. Completion of a college program in accounting, Economics, bookkeeping or a related field of study will be an asset.

How to Apply

by email: pavinghire@gmail.com