

Small Firm, Big Impact: Continue your accounting career in rural comfort

Are you looking for a fun, fast-paced learning environment?

Are you interested in helping people and small businesses be successful?

Do you want to join a firm that is flexible and invested in your personal and professional growth?

Look no further, LMSPC is a Chartered Professional Accounting firm that was established in 2020 in Brooks, Alberta. We are a full-service firm serving clients in oil & gas, agriculture, retail, real estate and all other small business industries.

Job Description

We are seeking a **full-time senior accounting technician** to join our rapidly growing firm. Our firm has a fast-paced work environment, and we strive for a quality work-life balance. We are looking for a qualified, energetic technician with a January 2024 or May 2024 start.

Minimum Qualifications:

- 3+ years working experience in public accounting as an accounting technician
- High level of proficiency in Microsoft Office tools, especially Excel and Outlook
- Knowledge of major accounting systems, i.e. Sage, Quickbooks, Xero, Caseware, Taxprep,
- Ability to perform critical analysis and thinking, prioritize and problem solve
- Strong analytical ability including capacity to multitask
- Strong organizational skills and attention to detail
- The ability to communicate in a team environment and adapt to changes quickly
- Self-motivated with an inquiring mindset to ensure continual development and growth

Duties and Responsibilities (not limited to):

- Full cycle accounting for clients including:
 - o compiling client data records in neat and organized fashion and inputting into various bookkeeping software
 - o reporting internal financial statements to clients on a regular continuous basis
 - o preparing GST returns and payroll remittances
 - o responsibility for preparation and filing of Agri Stability and related schedules.
- Assist in preparation of annual compilation financial statements

Benefits

- Small community with lower cost of living
- Wage based on experience
- Medical benefits
- Paid overtime or time off in lieu of overtime
- Firm sponsored social and team building events

Interested candidates should send your resume and cover letter to info@lmspc-cpa.ca prior to November 30, 2023.