



Accounting Assistant

Maternity Leave Contract- until Sept 30, 2019

Western Stevedoring, a partner in the North Vancouver community since 1970, is an industry leader in stevedoring and terminal operations. We achieve this by putting our people first and providing our team members with the training, support and resources they need to succeed. Not only are we the largest stevedoring contractor in British Columbia, we handle the largest volume of breakbulk through our terminals in Canada. Since 1948 Western Stevedoring has maintained an excellent reputation amongst the breakbulk industry for providing the utmost professional service throughout BC and satisfaction to a worldwide diversified customer base.

Major Duties:

- Accounts Payable transactions
- Account reconciliations
- Customer invoicing
- Payroll data entry
- All other general accounting duties as required
- Provide assistance to other teams as required
- Will provide reception coverage when necessary

Required Skills:

- Post-Secondary Education in the Accounting Field
- Proficient in Microsoft Office
- Basic understanding of database concepts is essential
- 2-3 years' experience in a similar role would be an asset

There has never been a better time to join the Western team and become part of a thriving and vibrant company. We offer a competitive compensation and benefits packages, and are committed to the professional development of our employees.

To be considered for this position, please send your resume and cover letter to hr@westeve.com.

While we thank all qualified individuals for their interest, only those selected for an interview will be contacted.

Western Stevedoring is an equal opportunity employer.