

Seeking Junior Bookkeeper

We are currently looking for someone to join our bookkeeping team.

Are you someone that is looking to work in a fun team environment? Do you want to experience a great corporate culture? Do you want opportunities for growth, learning and movement in your career?

We are looking for a Full Time Junior Bookkeeper to work within our bookkeeping team. You will work with Client Service Managers to deliver scheduled bookkeeping needs for our clients.

You should have:

- Interest in the latest technology
- Some applied administration and basic bookkeeping experience
- Experience with Excel, Word and Outlook
- An attention to detail is key
- Commitment to the highest ethical standards
- Provide a high level of verbal and written communication

Who we are:

DMC Chartered Professional Accountants Inc. is a young and progressive mid-sized firm in Prince George, BC. Our mission is to help our clients increase their business value, to invest in and help our team grow, and to give back to our community. DMC offers team members challenging diverse work assignments, security, training and development, mentorship and coaching, flexibility and life work balance along with community involvement and provide career advancement opportunities.

Our compensation package includes a variety of benefits, gifts and perks. Your monthly compensation will be commensurate with experience and educational background.

Please visit our website at www.dmca.bc.ca for more information.

Email resumes to kristin@dmca.bc.ca

Or in person at

696 Brunswick Street, Prince George.

Deadline is November 2, 2018

Serious applicants only. No phone calls please.
Only those selected for an interview will be contacted.