



COASTLAND
Wood Industries Ltd.

Coastland Wood Industries, a local Veneer Manufacturing Company is seeking an energetic team player to join our finance department in the role of **Junior Accountant in Nanaimo, BC**. This **full-time** position will report to the company Controller and will work closely with other members of the finance and management teams.

This role requires a detail-oriented individual with a curious mindset to learn the various aspects of Coastland's operations. You will perform journal entries, account reconciliations and play an important role in the monthend closing process. The successful candidate will work closely with the Controller and provide ad-hoc analysis as needed. The ideal candidate welcomes new challenges and is looking to grow their career with Coastland.

Responsibilities

- Bank Reconciliations
- Month-end journal entries and account reconciliations
- Weekly reporting
- Cost tracking and allocations
- Ad-hoc analysis
- Improve and develop internal reporting
- Vacation/overflow relief for AP/AR and Log Administration
- Government surveys

Qualifications

- University degree/diploma in Accounting, Finance or Business Administration
- Working towards CPA designation
- 1-3 years' experience in a similar level accounting role

Skills/Knowledge

- Effective interpersonal and communication skills
- Self starter with a positive attitude and an eagerness to learn
- Detail oriented with a knack for accuracy and timeliness
- Microsoft Office skills – particularly Excel
- Previous experience using accounting software is desirable
- Previous experience in the forest industry is considered an asset
- LIMS and/or LISA experience is an asset

Please apply by sending resume to 751 Haliburton Street, Nanaimo, BC, V9R 4W8. Attention: Sheila Braiden-Cyr or by email to sbraiden-cyr@coastlandwood.com

Only successful applicants will be contacted by phone for an interview. Job application closing date is Sept 24, 2021