



Accountant

Posted by: Elite Financial Agency Inc

Posting date: 08-Aug-2024 **Closing date:** 28-Aug-2024

Education: Bachelor's degree or equivalent experience

Language: English

Job location: Toronto

Salary: \$38.50 Per Hour

Years of Experience: 2 years

Vacancy: 1

Job Type: Full Time

Job id: CAJ2070752

Expired

Job description:

Tasks

- Plan, set up and administer accounting systems
- Train staff
- Analyze clients' financial records
- Prepare financial information for individuals, departments or companies
- Prepare reports and audit findings
- Prepare financial statements and reports
- Recommend improvements to accounting systems and management practices
- Review and examine financial services and institutions to ensure compliance with governing legislation and regulation

Analyze financial documents and reports

Examine accounting records

Provide financial, business and tax advice

Keep financial records and establish, maintain and balance various accounts using manual and computerized bookkeeping systems

To apply for this job vacancy, please send your resume along with a cover letter and a reference letter from your previous employer to the following email: mona@financialagency.com

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