



<https://zumaliftservice.ca/job/staff-accountant-join-our-positive-and-supportive-work-environment/>

## Staff Accountant

### Job Description

#### Financial Recordkeeping

- Maintain accurate ledgers by posting journal entries, reconciling accounts, and verifying all transactions.
- Oversee accounts payable and receivable to ensure timely and correct processing

#### Month-End & Year-End Close

- Assist with closing procedures, preparing trial balances, and supporting the generation of financial statements.
- Work closely with the Controller / CFO to investigate and resolve discrepancies.

#### Reporting & Analysis

- Prepare routine financial reports and help identify trends or irregularities in expenses, revenues, and inventory.
- Contribute to budgeting and forecasting efforts for multiple departments.

#### Process Improvement

- Suggest and implement ways to enhance efficiency within accounting workflows.
- Collaborate with cross-functional teams to adopt new technology and refine existing systems.

#### Compliance & Documentation

- Ensure invoices, vendor statements, and all financial records meet internal policies and external regulations.
- Maintain organized, up-to-date digital and/or paper filing systems for easy retrieval.

#### Team Collaboration

- Provide support to junior team members, sharing best practices and technical expertise.
- Step in to assist other departments with finance-related inquiries.

#### Skills Needed

● **Education & Experience:** Post secondary education in Accounting, Finance, or a related field. **Three years accounting experience is preferred**, but we're open to new talent with strong fundamentals.

● **Tech Savvy:** Comfortable with ERP systems, accounting software, and proficiency in Excel/Google Sheets.

#### Hiring organization

Zuma Lift Service

#### Employment Type

Full-time

#### Job Location

43915 Industrial Way, Chilliwack, BC, Canada

#### Date posted

February 18, 2025

● **Detail-Oriented:** Able to spot inconsistencies and ensure all entries are accurate.

● **Problem Solver:** Takes initiative in analyzing issues and suggesting solutions to improve processes.

● **Team Player:** Collaborates effectively across departments and communicates well with colleagues at all levels.

● **Enthusiastic About Growth:** Open to learning new accounting standards, best practices, and software tools.

Flexible language requirement:

- French not required

Experience:

- Accounting: 3 years (required)

## **Number and Facts**

**Location:** 43915 Industrial Way, Chilliwack, BC

**Job Type:** Full-time, Permanent

**Pay:** \$30.00 per hour

**Expected hours:** 8 per week

**Additional pay:**

- Overtime pay

### **Schedule:**

- 8 hour shift
- Day shift
- Monday to Friday

## **About Us**

At **Zuma**, we're more than just a construction equipment dealership—we're a growing, forward-thinking organization known for innovative solutions, strong client relationships, and a supportive work environment. We believe in harnessing technology to simplify processes and improve efficiency across our accounting workflows. If you're looking for a place where you can grow and make an impact, we'd love to hear from you.

**Benefits:**

- Casual dress
- Company events
- Dental care
- Extended health care

- On-site parking
- Vision care

### **What We Offer**

- Competitive Compensation & Growth Opportunities
- Health Benefits & Paid Time Off
- Flexible, Supportive Workplace where your input truly counts
- Professional Development through training, workshops, and peer collaboration

### **Why Join Us?**

- Growth & Development: We encourage continuous learning and offer opportunities to expand your skills in accounting, ERP systems, and process improvement.
- Technology-Driven: We use modern tools and ERP software to streamline workflows and keep operations efficient.
- Collaborative Culture: Our team values open communication, mutual support, and an “all-hands-on-deck” approach when solving problems.
- Innovation Mindset: We constantly look for ways to automate or simplify workflows, and we want someone excited to be part of that journey.

### **Ready to Join Our Team?**

If you're excited about shaping and improving accounting processes in a tech-driven environment, we'd love to meet you, **Apply now!** Let's simplify and innovate together!