

- **Business Name: ShipConstructor Software Inc. (“SSI”)**
- Business Address: 120 - 401 Garbally Rd. Victoria, BC V8T 5M3
- Work Location: 120 - 401 Garbally Rd. Victoria, BC V8T 5M3
- Title: Accounting Technician (NOC: 12200)
- Positions: 1
- Start date: As soon as possible
- Terms of Employment: Permanent, full-time (40 hours/week)
- Salary: \$54,434
- Benefits: Extended Health & Dental, Long-term Disability, Employee and Family Assistance Program, Flexible work schedule, hybrid work opportunity, 15 paid vacation days, 5 paid sick days, competitive wages and profit-sharing, as well as education benefits and self-paced learning opportunities
- Language of work: English

This Opportunity:

SSI is looking to hire an Accounting Technician who can perform the following duties:

- Post journal entries.
- Reconcile accounts.
- Maintain general ledgers and financial statements.
- Prepare other statistical, financial and accounting reports.
- Keep financial records and establish, maintain and balance various accounts using manual and computerized bookkeeping systems.
- Calculate fixed assets and depreciation.
- Prepare tax returns.
- Prepare trial balance of books.
- Calculate and prepare cheques for payroll.

Skills Requirements:

- Diploma of Business Administration in Accounting.
- Minimum 1 year of experience.

Contact information/how to apply:

- Email resume to: hr@ssi-corporate.com