

Employment Posting

Position Title: Accountant

Employment Terms: Full-time

Reports To: Controller

Department: Finance

Date Posted: 19/12/2017

Position Summary

We are looking for a talented, staff accountant & office manager who can be the foundation of a small but awesome Finance group. Must be pro-active, hands on, willingness to learn and the desire to accomplish tasks. We are looking for someone who likes to work smart, not hard. A love for optimizing and making tasks as automated and efficient as possible is desired. You're the kind of person who loves to learn & grow but you're not afraid to admit that you don't know everything and you're open to other people's feedback. You see challenges and are excited to come up with ways to creatively overcome them. If you've ever had a job where unwillingness to change or adapt has frustrated you, you'll fit right in here.

Responsibilities:

As an Accountant, your responsibilities include:

- Bank reconciliations;
- Manage the payables cycle, including the corporate credit card and help with automation;
- Manage the receivable cycle from invoicing to collections;
- Intercompany reconciliations;
- GST/PST filings;
- Office manager duties, including ordering supplies, organizing company activities, office mail, executive assistance, etc.
- Special projects;

Qualifications:

- Bachelors in accounting
- Knowledge of QuickBooks Online

- Minimum of 2 years of experience
- An ability to work in English

Benefits:

The Company invests in its employees by offering the following benefits:

- New employee onboarding program
- Unlimited paid vacations
- Flexible hours
- Relaxed dress code
- Group RRSP program
- Weekly free lunches
- Fresh and healthy snacks
- Comprehensive group insurance package
- Company-sponsored public transport discounts
- Supports continuous learning and development
- In-office showers, kitchen, rec-room, bike parking
- Universal profit sharing program

About Tungsten Revenue

We are a dynamic and welcoming company that strives to hire the best and brightest people to join our team. It has been said that we suffer from “Never Good Enough” syndrome, and we proudly embrace the moniker. We are looking for like-minded individuals to join our team.

Once through our doors, you'll discover a dynamic and culture focused organization that offers an exceptional work environment. Efficiency is one of our core values and we endeavor to eliminate, automate, or outsource the mundane and repetitive both for ourselves and our partners. You are given the autonomy to have a substantial impact on the performance of the company and your work will be creative and challenging. It will never be boring. If you're the type of person that thrives in an environment of smart, driven, and competent colleagues, then you may have found your home.

Customers are the lifeblood of a company and we're here to help keep them happy.

To learn more about this position, please send an email to careers@flexpay.io.