



# BOOKKEEPER

*Posted on July 4, 2024*

**Business Name:** Vancouver Rebar & Damp Proofing Ltd.  
**Hours Per Week:** 35 to 40  
**Work Location:** 31745 Charlotte Ave, Abbotsford, BC, V2T 3Z6  
**Job Expires:** 2025-07-04  
**Salary:** \$27.00/Hour

Job Title: Bookkeeper

Employer: Vancouver Rebar & Damp Proofing Ltd.

Job details

Job Location: 31745 Charlotte Ave, Abbotsford, BC, V2T 3Z6

Salary: \$27.00 / hour

Vacancies: 1 vacancy

Terms of employment: Permanent, Full time 35 to 40 hours / week

Start date: As soon as possible

Job requirements

Languages: English

Education: College, CEGEP or other non-university certificate or diploma from a program of 1 year to 2 years

Experience: 2 years to less than 3 years

Personal Suitability: Client focus, Accurate, Organized

Specific Skills

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

How to apply



By email: [vancouverrebar93@gmail.com](mailto:vancouverrebar93@gmail.com)

By mail: 31745 Charlotte Ave, Abbotsford, BC, V2T 3Z6