
Forster Foods Inc. requires an experienced Accountant to join its head office team in Regina, SK. The successful candidate will possess the ability to maintain positive and mutually beneficial working relationships with internal and external stakeholders.

The Accountant will be actively involved in the overall financial management of multiple quick service restaurant locations, including recordkeeping and reporting for Forster Foods Inc and associated companies. Read more: www.ForsterFoods.ca

Primary roles and responsibilities:

- Accounting duties include, but not limited to:
 - > Prepare journal entries;
 - > Weekly cheque runs;
 - > Ongoing cash management;
 - > Calculate fixed assets and depreciation;
 - > Prepare year-end working papers;
 - > Monitor costs and revenues vs. budgets;
 - > Record daily / monthly sales;
 - > GST / PST returns;
 - > Monthly bank reconciliations; and
 - > Monthly reporting and financial statements.
- Accounts payable system administration.
- Other duties as assigned.

Preference will be given to individuals who possess:

- Post-secondary degree in Finance or Accounting is required.
- 3+ years of experience in general bookkeeping / business accounting.
- Highly proficient with accounting and payroll software and Microsoft Office applications.
- Multitasker with experience working with multiple entities.
- Effective communication skills and ability to build strong relationships.
- Ability to adapt nimbly and operate as an effective, tactical, and strategic thinker.
- Exceptional attention to detail.
- Professional, organized, results driven and thrive in a fast-paced, team environment.
- Strong time management and organizational skills.

Forster Foods Inc. offers:

- Competitive salary.
- Group Health Plan with Employee Family Assistance Program.
- Performance driven and merit-based work environment.
- Encouragement of learning through education and training opportunities.