



Employment Opportunity: Accounting Administrator

Location: L'Ardoise, NS

Job Title: Accounting Administrator

Closing Date: 2022-01-31

Salary: To be Negotiated

Positions Available: 1

Background

Are you interested in an exceptional job opportunity with one of Atlantic Canada's top seafood suppliers? Lobsters R' Us Seafood is looking for someone that is reliable, punctual, motivated and can work in a fast paced environment.

Requirements

- Experience with Sage 50 and/or Sage 300 would be an asset
- Post-Secondary Education
- Experience with Microsoft Office and Excel
- Prior Work Experience is Desired
- High Degree of Attention to Detail

Responsibilities

- Government Filing
- Financials
- Perform administration duties
- Perform data entry associated with account payables and receivables
- Strong attention to detail and ability to prioritize tasks accordingly

Application Instructions

To apply, please submit an online application at www.lobstersrus.ca/career-opportunities

[Applications should be received by end of day January 31st, 2022.]

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