

Accounting Associate (CPA Articling Student)

Galloway Botteselle & Company
Vancouver, BC

About our firm

For more than 75 years, our mid-size, full service public practice firm has been a proud and active member of our west-side Vancouver neighbourhood community. We focus on small to medium sized owner-managed businesses which include a strong contingent of medical and dental professionals, real estate developers, manufacturers, tradespeople and not-for-profit organizations. We strive to provide outstanding personalized service and clear, professional advice that leads to long-standing client relationships.

Galloway Botteselle & Company's growth and success, in addition to that of our clients, is strengthened by our commitment to maintaining a highly engaged, diverse and skilled team working together within a continuous learning environment.

We are a Pre-approved Training Office and provide mentorship and training opportunities that will support our CPA students in meeting the requirements needed to achieve their designation.

We are currently reviewing applications for the position of Accounting Associate:

Key Responsibilities

- Prepare and complete working papers for Compilation, Review and Audit engagements using Caseware
- Prepare personal and corporate tax returns, various other tax compliance tasks
- Assist clients with bookkeeping to ensure accurate accounting records
- Assist managers and partners with other related tasks as required

Education and Professional Skills

- Post-secondary undergraduate degree, preferably in accounting or similar
- Currently enrolled or working towards enrollment in CPA or ACFA program
- Proficiency in Microsoft Office (Excel, Word, Outlook)
- Ability to work within a confidential environment, be flexible and adaptable to the multiple requirements of the role
- Excellent communication, interpersonal and organizational skills
- Strong desire to learn, willingness to ask questions and a high attention to detail
- Ability to work independently or in a team environment
- Previous experience with full cycle bookkeeping in Quickbooks or Sage is an asset

If you are interested in this position, please send a cover letter and resume to careers@gbc.co.ca with "**Accounting Associate position 2021**" in the subject line.

Galloway Botteselle & Company is an Equal Opportunity Employer. We thank all applicants for their interest, however only those selected for an interview will be contacted.