



Position: Junior Accountant (Temporary; Permanent option)

Do you love logic and wish the world made sense like debits and credits? Do you ask 'why' until you're clear on the way every component affects the big picture?

If this sounds like you, please read on.

G3 Genuine Guide Gear, a Burnaby-based manufacturer of award-winning back-country ski equipment, offers a culture like no other. We work hard to support each other in an egoless environment; we play hard because we love the outdoors.

Requirements:

- Education: Certificate or Diploma in Accounting (or in progress), CPA candidate is an asset
- Experience: minimum 2 years full-cycle experience in bookkeeping/accounting using an ERP in a manufacturing environment
- Competent in Outlook, Excel and Word
- Highly organized; excellent attention to detail
- Proven superior written and oral communication skills
- Strong interpersonal skills; service orientation
- Ability to work independently and as part of a team
- Efficient at moving through tasks and projects: superior time management skills
- Highly accountable to deadlines, with flexibility to adjust to changing priorities
- Relentless sense of responsibility: you own your actions and take pride in your work
- Experience in a fast-growing entrepreneurial company is an asset

Responsibilities:

- Employee expenses & corporate credit cards
- Bank deposits and petty cash
- Statutory reporting & sales taxes (GST, PST, WCB, EHT)
- Validating customer invoices, recording payments, and reconciling accounts
- Accounts Payable backup and support: PO and Non-PO invoices from product and service vendors, 3-way matching, account reconciliations
- Recording transactions, maintaining schedules and performing reconciliations of balance sheet accounts
- Preparing analyses on corporate activities, summarizing cash transactions
- Support of other team-members in general accounting
- Organizing data, filing and any other duties that may be assigned from time to time

The scope of this role is limited only by the candidate's abilities and desire to learn.

About G3

Based in Vancouver, B.C., G3 Genuine Guide Gear Inc manufactures industry-leading gear for backcountry travel including skis, splitboards, AT ski bindings, climbing skins, packs, winter and summer poles, snow tools and other accessories. G3 was founded on the principle that gear built for the high demands of professional guides should be manufactured to the highest standards, which has helped the company gain a reputation as an industry innovator. For more information, visit

www.genuineguidegear.com.