

INTERMEDIATE ACCOUNTING TECHNICIAN



EPR Maple Ridge Langley, Chartered Professional Accountants is an established accounting and business advisory firm with offices in Maple Ridge and Langley, British Columbia. Our firm primarily serves small-to-medium sized owner-managed businesses, high net worth individuals, charities, and not-for-profit organizations. We pride ourselves on the way we've built our client relationships and the work we do for them – with honesty and integrity.

Our firm provides a welcoming, respectful, and collaborative work environment while affording everyone an opportunity for career advancement. We actively coach and mentor all staff to ensure they're on the right career path and making progress in their professional development. We offer a variety of career paths in practice areas such as Canadian Tax, Cross-border Tax, Not-for-profit Organizations, as well as Estate and Business Transition Planning.

Status

- ◆ Permanent, Full-Time

Office Location(s)

- ◆ Maple Ridge

Position Overview

- ◆ The ideal candidate will assist our partners, managers, and senior accountants by applying technical accounting knowledge in performing duties for their clients. This position presents a great opportunity for advancement for candidates who display a strong work ethic paired with exceptional interpersonal and technical skills.

Desired Qualifications, Experience, and Attributes

- ◆ 2+ years recent related experience
- ◆ Enrolment in CPA program an asset but not required
- ◆ Good working knowledge and proficiency using Caseware, Caseview, and tax preparation software
- ◆ Preparation of Notice to Reader, Review and Audit Engagements
- ◆ Preparation of corporate, trust and personal income tax returns
- ◆ Preparing and filing GST and other statutory returns
- ◆ Strong English communication skills, both written and verbal
- ◆ Detail oriented, organized, and able to meet tight deadlines
- ◆ Strong financial acumen
- ◆ Results oriented individual with the ability to manage multiple projects
- ◆ Works efficiently independently or within a team environment

- ◆ Works well under the supervision of other team members
- ◆ Prefers to work in a fast-paced dynamic environment
- ◆ Demonstrated aptitude in dealing with private and confidential information
- ◆ Uses diplomacy and tact in all interactions
- ◆ Possess a positive “can do” attitude

Key Responsibilities

- ◆ Preparation of working papers for NTR (Notice to Reader) and Review files
- ◆ Preparation of T1 and T2s
- ◆ Actively listens and asks questions related to the role to senior staff
- ◆ Double check your work to detect errors or inefficiencies prior to submission for review

What We Offer

We offer a competitive salary, comprehensive benefits package, flexible work environment, and a commitment to your professional development and personal growth via our coaching and mentorship program.

If you possess the required skills and feel you would be a good fit with our growing team, we encourage you to submit your resume and cover letter to careers@eprcpa.ca

We would like to thank you for your application, however only candidates selected for an interview will be contacted.