

West-Can Seal Coating Inc. (West-Can) is a privately owned road infrastructure company specializing in pavement preservation and roadway construction across Western Canada. West-Can Seal Coating Inc. has been in business for over 35 years.

As one of the largest pavement preservation companies in Western Canada, West-Can operates offices located in Saskatoon Saskatchewan, Didsbury and Bruderheim Alberta and in Brandon Manitoba. These divisions provide services in Asphalt Milling, Pulverizing, Grading, various Pavement Preservation services along with Liquid Asphalt Manufacturing.

We encourage you to learn more about West-Can Seal Coating by visiting our website: www.west-cansealcoating.com.

Due to continued growth West-Can Seal Coating has a great opportunity available for an accountant to join our team.

Job Overview

We are looking to add an accountant who will be a team member as we continue to execute our growth strategy. The accountant will partner with other accountants and employees to do the day-to-day full cycle accounting tasks of our Manufacturing Division. Added responsibility will be given to the successful candidate with the growth of the Company and proven ability to drive results. This position will be based out of our Didsbury office. We are looking for someone who wants to expand their career, develop operational accounting knowledge and grow with the Company. This position will be perfect for you if you are willing to work hard, have a strong aptitude for numbers, can spot patterns and have strong attention to detail. In exchange for your talents, we offer an attractive base salary, great benefits and the opportunity to work as part of a small but growing team.

Summary of tasks

- Accounts receivable invoicing preparation and reconciliation
- Accounts receivable aging reports and analysis
- Inventory reconciliation and review
- Review invoices from inventory vendors
- Monthly reconciliation of banks and other accounts
- Preparation of working papers for period-end internal statements
- Prepare reports for weekly, quarterly and yearly reviews
- Preparation of year-end audit documents and analytics required by external accountants
- Implement, review, document and improve accounting process flow; liaise with managers to ensure process flow is being adhered to and is efficient
- Research and analysis of accounting policies related to the company

Qualifications and skills

- Completion of an Accounting Degree
- Pursuing or desire to pursue an accounting designation (CPA)
- Minimum 2 years of experience reconciling General Ledger Accounts
- Experience with inventory or in manufacturing accounting would be an asset

- Thrive in a fast-paced environment with an ability to multi-task and set priorities to meet deadlines
- Strong attention to detail, organizational and time management skills
- Flexible to work on a wide variety of projects, tasks, and assignments, responding easily to changing priorities
- Advanced MS Office skills (Excel, Word)

There are **MANY** advantages of joining the key player in the Road Preservation industry, you know...the important stuff!

- West-Can Seal Coating is already the largest Road Preservation company in Western Canada and now our upcoming growth is going to make us impossible to beat! We know **YOU** want to be a part of it!
- Don't be a number, be an **INDIVIDUAL** that is recognized for your participation. We are a family owned and operated company that started out in 1971, you know the family "feels"
- Stop to smell the roses! Give up the busy city commute and stop and smell the roses! Our offices and shop are located in the small town of Didsbury Alberta. No more fighting for a parking spot or dealing with road rage! Put your vehicle in cruise control and enjoy the peaceful scenery
- **JOIN** an already fantastic group of employees with multiple backgrounds and strengths
- **LEARN** with the best - Do have goals and aspirations? Well we **SUPPORT** you in your education and in your growth. Let us take you places!
- **HEALTH** is important to us and we believe it should be to you as well! – We offer a fantastic benefit program which includes an **EFAP** plan to ensure the wellbeing of you and your family. We promote a positive mental health environment but just in case you need support we have a plan that is ready to **HELP**
- **RETIREMENT** – We don't want you to retire too soon but when you do we want to help you enjoy it! RRSP with a Company matched contribution
- Above all else we want you to enjoy life and have **FUN!**

Now that we have you excited for this opportunity all that is left to do is APPLY!

Please note: We value all our applicants time however only individuals that we have selected to interview will be contacted.