



## Accounting Technician

Posted by Maple Kitchen Cabinets Inc

**Posting Date :** 04-Mar-2026

**Closing Date :** 31-Aug-2026

**Location :** Winnipeg

**Salary :** \$25.10 Per Hour

### Job Requirements

- **Education:** Secondary(High) School
- **Language:** English
- **Years of Experience:** 1 year
- **Vacancy:** 1
- **Job Type:** Full Time
- **Job ID:** DISJ5446247

### Job Description:

**Accounting technician**

Posted on February 26, 2026 by **MAPLE KITCHEN CABINETS INC**

**Job details**

Location: Winnipeg, MB

Work location: On site

Salary: 25.10 hourly / 40 hours per week

Terms of employment

Permanent employment

Full time

Evening, Morning, Day, Weekend

Starts as soon as possible

Vacancies: 1 vacancy

**Overview****Languages**

English

**Education**

Secondary (high) school graduation certificate

**Experience**

1 year to less than 2 years

**On site**

Work must be completed at the physical location. There is no option to work remotely.

**Responsibilities****Tasks**

- Calculate and prepare cheques for payroll
- Keep financial records and establish, maintain and balance various accounts using manual and computerized bookkeeping systems
- Maintain general ledgers and financial statements
- Prepare other statistical, financial and accounting reports
- Prepare tax returns
- Reconcile accounts

**Experience and specialization****Computer and technology knowledge**

- Accounting software
- MS Office

## **Additional information**

### **Work conditions and physical capabilities**

- Attention to detail
- Fast-paced environment
- Repetitive tasks
- Tight deadlines

### **Personal suitability**

- Accurate
- Client focus
- Efficient interpersonal skills
- Organized
- Reliability
- Time management

### **Who can apply for this job?**

#### **The employer accepts applications from:**

- Canadian citizens and permanent or temporary residents of Canada
- other candidates, with or without a valid Canadian work permit

### **How to apply**

#### **Direct Apply**

By Direct Apply

Additional ways to apply

#### **By email**

[maplekitchencab@gmail.com](mailto:maplekitchencab@gmail.com)

**Posted on Disabled job Portal**