



ENERQUIN is a manufacturer of drying equipment for the Paper and Tissue Industry, providing the highest quality engineering, design, fabrication, installation, and technical service to our global business partners.

As an equal opportunity employer, ENERQUIN offers a unique working environment where challenges, responsibilities and teamwork make each employee fulfill their professional objectives while contributing to the company's success.

We're currently seeking a **part-time Junior Accountant**. The Junior Accountant will be responsible for general accounting duties and assisting the Senior Accountants in their responsibilities. This position is ideal for a student currently enrolled in a Bachelor of Commerce degree seeking to gain some work experience. Work hours are flexible and in the office only.

The part-time Junior Accountant will assist in the following areas:

Payroll

- Reconciliation of monthly timesheets

Accounts Receivable

- Customer Invoicing
- Reconciliation of monthly receivables

General Accounting

- Journal entries
- GST / QST filing

The requirements and profile of the part-time Junior Accountant include:

- CEGEP A.E.C. in accounting/finance
- Bachelor of Commerce with a major in accounting (in progress)
- Bilingual in English/French (spoken and written)
- Proficient computer skills
- Able to work in Canada
- Able to work independently as well as in a team environment
- Enthusiastic, friendly and show a sense of responsibility
- Able to manage priorities for deadlines

To apply, please send your resume to the following e-mail address: cv@enerquin.com