
Lactanet Canada is a producer owned organization, providing innovative dairy herd management and genetic services to more than 10,000 dairy farm customers and professional advisors throughout the country. We are a national company created by a partnership of Canadian Dairy Network (CDN), CanWest DHI and Valacta organizations providing all components of genetic evaluation, milk recording (data collection, lab analysis, data processing, etc.), herd management software and solutions, applied research and innovation, advisory services, knowledge transfer and traceability.

Accounting Technician – Guelph Ontario

Reporting to the Accountant and located in Guelph Ontario, the Accounting Technician will be responsible for day to day business and financial matters as required. We require a hands-on, highly motivated and detail oriented individual with demonstrated judgement and knowledge of full cycle accounting process, ability to deliver effective and efficient results.

Responsibilities

- Assist in the day-to-day full cycle accounting process
- Timely input and processing of payable, receivable and invoicing transactions
- Maintain Fixed Asset listing in a timely manner for acquisitions, disposals and forecasts
- Maintain all necessary files and provide support for annual external audit
- Assist in preparation of ad hoc reports for management as required
- Ensure accuracy and integrity of all financial data events and reporting systems

Requirements

- Degree or Diploma in Accounting/Finance.
- Minimum 3 years of current work experience in accounting or a related field.
- Team oriented with an excellent work ethic and ability to maintain strict confidentiality
- Self-starter, efficient, organized and flexible attitude and approach to business solutions
- Willingness to learn current and new computer systems with a commitment to complete reports by the due date (month/quarter/year-end closing)
- Excellent demonstrated computer skills (Excel, PowerPoint, Word)
- Experience with Microsoft NAV is an asset
- Strict attention to detail and ability to prioritize while working on numerous activities
- Excellent communication and interpersonal skills

This position offers a positive teamwork environment and a comprehensive benefits package with a competitive salary that is commensurate with qualifications and experience. Bilingual (English/French) and dairy industry knowledge would be an asset.

Apply

Please send your cover letter and resumé together in the content of an email (no attachments) with the subject line “**Accounting Technician ON**” to careers@lactanet.ca

Lactanet is committed to an inclusive, equitable and accessible workplace where people are valued, respected and supported. Accommodation for applicants with disabilities is available on request. We thank all applicants for their interest and will contact those who are selected for an interview. NO PHONE CALLS OR AGENCIES PLEASE.