



Accounting Clerk: 15-Month Parental Leave Contract
Flexible Work Environment

We're hiring an Accounting Clerk! If you're a detail-oriented accounting professional who thrives in a fun, fast-paced, team environment, send us your resume!

A day in the life:

As the Accounting Clerk, you are responsible for performing data entry, and related duties in accounts payable/accounts receivable to individuals, suppliers, corporations, and other entities. You will keep our financial spreadsheets up-to-date and maintained and stay on top of other administrative tasks to help keep the finance department organized and running smoothly. In this role, you can either work from our office in Cobden, ON, from home or both!

About this team:

Our Finance Team is small but mighty! We are analytical and critical thinkers who enjoy interfacing with our team and suppliers. We're responsible for making sure the company's daily accounting function runs accurately and efficiently.

Must-haves:

- Accounting diploma or working towards accounting degree or diploma and 2 years of experience, or an equivalent combination of education and experience.
- Demonstrated ability to calculate, post, correct accurately and manage accounting figures.
- Must hold a high level of moral judgment for handling confidential information and monetary transactions.
- Advanced proficiency with Quickbooks and Excel
- Exceptional attention to detail and a high degree of data entry accuracy.
- Excellent team player.

Who are we:

Whitewater Brewing Company was founded by three good friends on the banks of the Mighty Ottawa River. Since our inception, our goals as an organization have been to craft high-quality products and effect positive change in our community, for our environment and employees. Sustainability is at the core of our business. Our Lakeside Brewery and Brew Pub use renewable energy to brew beer, make meals, and even turn on the lights through our partnership with Bullfrog Power. We are committed to supporting our employees and the community at large. Fair wages, a casual work environment, a dedication to positive change, and a team-first attitude are some of the benefits of working for Whitewater Brewing Co.

If you are interested in this opportunity, please forward your resume to jobs@whitewaterbeer.ca.



Whitewater Brewing Company would like to thank all applicants. However, only those who qualify for an interview will be contacted.

Whitewater Brewing Company is committed to creating a diverse environment and is proud to be an equal opportunity employer. We welcome and encourage applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.