

REGIONAL DISTRICT

## Accounting Technician (Permanent Part-time)

The Squamish-Lillooet Regional District (SLRD) is located in southwestern BC and consists of 4 electoral areas and 4 member municipalities (Squamish, Whistler, Pemberton, Lillooet). Headquartered in Pemberton, which is the approximate geographic centre of the region, the SLRD delivers a wide range of regional, sub-regional and local services to approximately 38,000 residents. Services include land use planning, solid waste management, building inspection, fire protection, emergency preparedness, 911 services, recreation, water and sewer utilities, trails and open spaces as well as financial support for various community services.

The SLRD is seeking a qualified individual to join our Finance Department in the permanent, parttime Accounting Technician position. Reporting to the Director of Finance, the incumbent will perform a variety of intermediate level accounting tasks. This includes, but is not limited to, posting journal entries, monthly account reconciliations, recording and reconciling grant transactions, creating various financial reports, year-end processes, and other finance functions as required.

This role will provide the greatest satisfaction to a detail-oriented professional who thrives in a fastpaced environment and understands the complexities of local government. The ideal candidate will have an outstanding attitude and interpersonal skills, be highly organized and technologically savvy, able to work in an environment with changing priorities and constant interruptions and respond to new challenges while prioritizing workload to meet deadlines.

The candidate will have computer training and experience with various computer programs intermediate skills in Excel is essential (advanced skills in Excel would be beneficial). The candidate will have a minimum of three years' experience in an accounting technician role (a background in local government accounting is preferred) and have completed modules 1-6 of the CPA prerequisite education program; an equivalent combination of education and experience will be considered.

This position averages 20 hours per week. Compensation will be determined commensurate with knowledge, skills and ability, and includes a comprehensive benefit package.

For further information, please see the full job description at www.slrd.bc.ca/employment.

Interested candidates are invited to submit their resume, in PDF file format, with a covering letter by email on or before **Sunday**, **August 27**, **2017** to:

Suzanne Lafrance, Director of Finance at slafrance@slrd.bc.ca

We sincerely thank all applicants for their interest, however, only candidates under consideration will be contacted.