



ContainerWorld Forwarding Services Inc.
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JOB Posting: CW18-024

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ContainerWorld located in Richmond, British Columbia is a premier logistics provider for the beverage industry; privately owned company with approximately 430 employees throughout its three BC facilities. ContainerWorld also operates in Ontario and Nova Scotia.

We are a state-of-the-art forwarding, warehousing and distribution Company. We have a Warehouse Management System to include voice picking, interleaved put-away/replenishment and license plated inventory with RF scanning. Our automation also includes an ERP, CRM, Cargowise, Truckmate, Sage, Kronos applications to prime us for present and future expansions into other provinces. ContainerWorld actively supports Lean Six Sigma concepts.

We are presently recruiting for a permanent full-time position in our Finance Department

Job Title:

Assistant Accountant/Accountants Receivable

Mondays to Fridays 8:30am to 4:30pm

Position Overview:

Reporting to the Finance Manager, the Accountant is responsible for assisting with Accounts Receivable including collections. This role is also responsible for reconciling general ledger accounts and preparing daily cash flow. Furthermore, this role will be assisting in other areas in our finance.

Main responsibilities:

- Assist with the collection of Accounts Receivable due and past due to maintain a positive cash flow
- Resolves all customer invoicing queries ensuring payment of outstanding amounts
- Prepare daily bank deposits & daily wire payment paperwork
- Posts all receipts in a timely manner so as to ensure up to date customer statements
- Generates and distribute monthly billing
- Generate and distributes monthly customer statements in a timely manner
- Maintains customer database within Accounts Receivable ensuring up to date customer information

Skills and Qualifications

- 2-3 years' experience in similar role
- Experience with an accounting system is a must: Sage and Sage intelligence accounting is an asset
- Candidate with Accounting diploma or who are pursuing a CPA designation will be given priority. The successful candidate will be detail oriented and possess strong interpersonal skills.
- Experience in Microsoft Excel (Vlookups and Pivot tables)
- Detail-oriented and committed to quality and high accuracy of work
- Keen to drive innovations
- Strong organizational and time management skills to meet multiple deadlines
- Ability to establish priorities and handle multiple and sometimes competing priorities

ContainerWorld offers an attractive package which includes excellent benefits and competitive compensation.

To apply for this position please email your resume and salary expectations to careers@containerworld.com. We thank all applicants for their interest; however, only those selected for an interview will be contacted.