



Accountant I

Financial Services

Casual

Located in the south-central region of B.C., the Regional District of Okanagan-Similkameen covers an area over 10,400 km² and is renowned for its orchards, vineyards and golf courses, as well as its widely varied landscape including deserts, mountains and valleys, and pristine lakes. Outdoor recreational opportunities are endless throughout the Regional District and residents enjoy a wide array of activities all year long.

The Regional District of Okanagan-Similkameen is currently recruiting for a casual Accountant I to join the Financial Services team. This position is on a casual, on-call basis.

The Accountant I position is responsible for providing accounting, budget and financial system support.

QUALIFICATIONS:

- A minimum of a three-year post-secondary education in a recognized accounting program.
- A minimum of four years of experience in a related position working with accounting programs.
- Working knowledge of accounting principles, procedures, and financial policies.
- Experience in accounting and budgeting, including reconciliations and year end working papers.
- Demonstrated computer skills in Microsoft Office Suite. Advanced level Excel and experience with Vadim accounting software would be considered an asset.
- Experience coordinating the assembly of financial data.
- Ability to work on a number of concurrent tasks with deadline pressures.
- Ability to work independently and efficiently with limited supervision.
- Ability to be courteous and diplomatic in dealing with the public and co-workers.
- Ability to handle confidential and sensitive matters with discretion and integrity.
- Ability to pass and maintain a criminal record check.

This casual position is included in the BCGEU bargaining unit. The hourly wage for the position is \$40.47, Paygrade 8, plus 15% in lieu of all benefits and pension.

Qualified individuals are invited to submit their applications in PDF format quoting **Competition No. 23-17E** by **4:00 pm, Friday, April 14, 2023**, to:

Human Resources Department

Email: hr@rdos.bc.ca

*We thank all applicants for their interest, however, only those candidates selected for further consideration will be contacted.
This position is only open to those legally entitled to work in Canada.*