Accounting Bookkeeper (1 vacancy)

Novus Automotive Ltd.

Job ID
10111

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LOCATION	DATE POSTED	EXPIRY DATE
67 Thornton Road, Oshawa, ON| Ontario	09-07-2026	05-01-2027

TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD CAD $36.00 to 42.00 hourly	3 years to less than 5 years	College, CEGEP or other non-university or diploma from a program of 1 year to 2 years

Job Details

Type Of Job

Full Time

Salary

CAD $36.00 to 42.00 hourly (To be negotiated) / 37.5 hours per week

Min. Experience

3 years to less than 5 years

Min. Education

College, CEGEP or other non-university or diploma from a program of 1 year to 2 years

Employer Name

Novus Automotive Ltd.

- Location: Oshawa, ON L1J 5Y1
- Work location: On site
- Salary: 36.00 to 42.00 hourly (To be negotiated) / 37.5 hours per week
- Terms of employment: Permanent employment, Full time
- Day Shift
- Starts as soon as possible
- Vacancies: 1 vacancy

Languages

English

Education

• College, CEGEP or other non-university certificate or diploma from a program of 1 year to 2 years

Experience

3 years to less than 5 years

On site

Work must be completed at the physical location. There is no option to work remotely.

Work setting

• Automobile dealership

You can apply if you are:

• a Canadian citizen

• a permanent resident of Canada

• a temporary resident of Canada with a valid work permit

How to apply?

By mail

67 Thornton Road

Oshawa, ON

L1J 5Y1

Job Description

Job Description

Responsibilities

Tasks

• Keep financial records and establish, maintain and balance various accounts using manual and computerized bookkeeping systems

• Oversee the preparation of reports

• Variance analysis

• Review budgets and financial reports for specific projects

• Oversee the collection and analysis of financial data

• Coordinate the organization’s financial operations and budget activities in order to optimize financial performance

• Plan and control budget and expenditures

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