



Subsidiary of Federal Signal Corporation

WHO WE ARE:

As the leading distributor of public works equipment, Joe Johnson Equipment (JJE) provides mobile infrastructure-maintenance equipment to municipalities and contractors across Canada and US. Through our branch network, we sell, rent, lease, service and support Vacuum Trucks, Refuse & Recycling Collection Vehicles, Street Sweepers, Snow Removal Equipment, Mowing Equipment, Ice Resurfacing Equipment, Sewer Cleaners and Inspection Cameras.

JJE is a dynamic and growing organization, focused on maintaining an Employer of Choice culture that is committed to providing challenging and rewarding career opportunities. JJE employees enjoy competitive compensation packages, robust group benefits and an opportunity to grow professionally within a supportive and stable work environment.

JJE is a proud subsidiary of Federal Signal Corporation.

ACCOUNTING CO-OP STUDENT

LOCATION: INNISFIL, ON
POSITION TYPE: FULL TIME CO-OP TERM (JAN - APR 2019)

POSITION SUMMARY:

The Accounting Co-op Student will be responsible for preparing daily cash reports and cash receipt applications as well as assisting with preparing CDN sales tax returns, maintaining customer accounts, revenue analysis reports and account reconciliations. This incumbent will be required to assist in internal and external audits as well as investigate and resolve reconciling items and ensure adherence to internal control processes, accounting policies and procedures. This position reports to the Accounting Manager.

POSITION QUALIFICATIONS:

- Working towards a General Accounting or Business Administration Degree, Diploma or Certificate
- Must be enrolled in at least a 2nd year Co-op Degree program
- Demonstrated knowledge of accounting/finance principles and practices
- Experience with financial data entry and reporting
- Proficient with MS Office suite with exceptional Excel skills
- Exposure to accounting software/ERP system
- Strong attention to detail and accuracy
- Ability to meet deadlines and maintain confidentiality



705.733.7700



jjei.com



705.733.8800



info@jjei.com



2521 Bowman St. Innisfil, ON L9S 3V6

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SPECIFIC ACCOUNTABILITIES/DUTIES:

- Provide general administrative support to the Accounting Manager and Accounting team
- Process cash receipts for both Canada and US accounts
- Maintain customer accounts and assist with set-up
- Perform soft collection calls
- Prepare monthly government tax remittances
- Develop and prepare a variety of financial reports
- Ad hoc financial reporting and projects as assigned

WHY WORK AT JJE?

- Opportunities for Professional Growth
- Exceptional Team Culture
- Safety Focused
- Best-In-Industry Product Lines

If you are looking for a new and exciting opportunity, then we welcome your application. JJE provides a dynamic work environment and an opportunity to grow with us. We are an Equal Opportunity Employer and we encourage applications from all qualified persons, however only those who are being considered for the position will be contacted.

If you are contacted for an interview and require any accommodation, please notify HR and we will strive to provide applicable accommodation.

HOW TO APPLY:

Please send a cover letter and resume to Human Resources.

Please use "Accounting Co-Op Student" as subject line

Email: careers@jjei.com



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