



ACCOUNTING TECHNICIAN

High growth company in Distributed Wind Energy industry

We are currently looking to add a new member to the Eocycle team! Eocycle is a venture capital backed company that designs and manufactures wind turbines for distributed generation. Farms, businesses, and communities around the world choose Eocycle turbines to generate their own electricity on-site. Our recently launched second generation model of the EO25 is a small-scale wind turbine that is best-in-class and ready to make big waves in the industry.

To insure the accuracy of the financial results, Eocycle Technologies Inc is searching for an Accounting technician to work in collaboration with the VP Finance.

Principal responsibilities

- Record all invoices and prepare all suppliers payments
- Prepare payroll and record deduction at source
- Complete bank reconciliations
- Prepare and record monthly journal entries
- Participate in preparing monthly and quarterly financial statements
- Prepare GST and QST refund requests
- Participate in preparing annual budget
- Any other task associated to his responsibilities

Requirements

- Hold a University degree in accounting or equivalent
- Minimum 2 years of experience in similar position
- Solid knowledge of Sage 50 and the accounting cycle
- Solid knowledge of Microsoft Office suite
- Experience in manufacturing is an asset
- Bilingual; Strong in French and English



Competencies

- Capable of organizing, managing and planning his priorities
- Capable of working in a team and communicating
- Being rigorous and attentive

Working conditions

- Type of employment: full time
- Office Location: 7665, Larrey Street, Suite 201, Montreal (Québec) H1J 2T7
- Annual Salary: \$40,000

Start date: November 20, 2017

If interested please send your CV together with a motivation letter maximum 10 lines by email to Kévork Kokmanian, VP Finance: kkokmanian@eocycle.com

We thank all applicants but only selected candidates will be contacted for an interview.