



Accounting Student

Summer Full Time Position

Job Location: Surrey, BC, Canada

Date: May 6, 2019 – Aug 30, 2019

Who We Are

Kobelt manufactures quality products that are built to last; that quality starts with our team. We are a company located in Surrey with over 50 years of experience developing and producing reliable products for the global marine and industrial sectors. To find out more about our company and our products, please visit our website at www.kobelt.com.

The Role

As an Accounting Student, you work in our Accounting Department assisting in the recording, analysis and reporting of financial business transactions.

You report to the Chief Financial Officer and spend your time performing various financial and cost accounting tasks. You will work alongside one other Accounting Student in a teaching and learning environment focused around manufacturing.

You are self-motivated and comfortable “getting your hands dirty” on the production floor learning the function and purpose of various manufacturing processes, equipment and inventory. You’re passionate about accounting and the value and importance it has within the Company, eager to learn and eager to contribute.

Responsibilities

- Analyzing, evaluating and updating individual part and product costs.
- Assisting with the evaluation and maintenance of certain bills of material and manufacturing.
- Performing work order/job costing variance analysis.
- Assisting with direct and indirect labour efficiency analysis.
- Conducting gross margin and product pricing analysis.
- Comparing received goods to invoiced. Entering related accounts payable invoices.
- Generating vendor payments.
- Processing and posting electronic daily cash and credit deposits as required.
- Posting cash receipts as required.
- Creating and posting recurring and non-recurring journal entries.
- Fixed asset accounting including the maintenance of the Fixed Asset Subledger.
- General ledger account reconciliations.
- Assisting in the preparation of monthly financial statements.
- Assisting in the preparation of cashflow reports.
- Preparation of various compliance reports.
- Assisting with budget modeling and dashboarding.
- Assisting in the creation of new financial statement reports.
- Assisting in the creation of an Accounting Policy Manual.
- Performing other duties as required.

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Minimum Qualifications

- Enrolled in a post-secondary Accounting program.
- Have some form of experience in or a passion for bookkeeping, accounting or business.
- Willing to learn the application of accounting within a dynamic manufacturing environment.
- Being a productive and valuable member of the accounting team.
- Strong verbal and written communication skills.

Preferred Qualifications

- You are in your 2nd to 4th year of studies; working towards an undergraduate degree in Business or Commerce.
- You have the goal of entering the Chartered Professional Accounting (CPA) program.
- You have strong computer skills including; Microsoft Excel, Word and PowerPoint.
- You understand databases.

Standard hours of work are between 9:00am and 5:30pm with flexibility to start and leave earlier.

If you are interested in this position, please forward your resume (PDF) and a covering letter to our Hiring Manager at hr@kobelt.com. We look forward to speaking with you about this opportunity to join the Kobelt team.