

Bookkeeper

Gillz Transport Ltd.

Job ID

41213

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LOCATION	DATE POSTED	EXPIRY DATE	
717 Cynthia St, Saskatoon, SK Saskatchewan	25-09-2026	24-03-2027	
TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD \$26.92/ hour	7 months to less than 1 year	College, CEGEP or other non-university or diploma from a program of 1 year to 2 years

Job Details

Bookkeeper

Company: Gillz Transport Ltd.

Location: 717 Cynthia St Saskatoon, SK S7L 6B7

Salary: \$26.92/ hour

Vacancies: 1 vacancy

Terms of employment: Permanent employment, Full time 30 to 40 hours / week

Start date: As soon as possible

Job requirements

Languages

English

Education

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

Experience

7 months to less than 1 year

On site

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

Job Description

Tasks

Calculate and prepare cheques for payroll

Calculate fixed assets and depreciation

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

systems

Maintain general ledgers and financial statements

Prepare other statistical, financial and accounting reports

Prepare tax returns

Prepare trial balance of books

Reconcile accounts

Personal suitability

Accurate

Client focus

Excellent oral communication

Flexibility

Judgement

Organized

Reliability

How to apply

By email

info@gillztransportltd.com