

Are you ready to be a part of something bigger? As one of Canada's Best Managed Companies, Mega Group values the talents and abilities of our employees and seeks to foster an open, cooperative, and flexible environment in which employees can thrive. Being a proudly Canadian company means we're always looking for smart, enthusiastic, and passionate team members who reflect the communities we serve. Join our team today and take pride in helping our neighbours turn their businesses into success.

Make an impact with our Expert Accounting team as a **Bilingual Accounts Payable Clerk** in our **Saskatoon office** or a **Remote office**.

What you will do:

- Enter invoices, match vendor invoices to purchase orders, and reconcile supplier accounts.
- Process withdrawals and vendor remittances for clients.
- Process and balance daily bank deposits.
- Maintain confidentiality to protect internal and external customer information and company operations.
- Assist with other accounting functions as required.

What you offer:

- Minimum of two (2) years of full-cycle accounting experience.
- Accounting diploma or post-secondary education in accounting.
- Bilingualism (English/French) is required.
- Strong knowledge of Generally Accepted Accounting Principles (GAAP) and relevant tax and regulatory requirements.
- Proficiency in Microsoft Office 365, particularly Excel and Word.
- Experience with various accounting software programs and the ability to learn new systems quickly.

What we offer:

- Health and Dental coverage
- Health Care Spending Account
- Lifestyle Account
- Gainshare
- RRSP Plan
- Employee Assistance Program
- Social and charity committees
- Hybrid work possibilities
- Healthy work-life balance
- Positive company culture
- Training and development opportunities
- The personal fulfillment of supporting local businesses



Who we are:

Making independent retailers stronger is not just a tagline, it is our entire reason for being. For 60 years, Mega Group has provided a competitive edge to like-minded Canadian independent home goods retailers by providing programs and services that save them time and money. Entirely member-owned, Mega Group provides the combined expertise and scale in the areas of Retail financial support, Digital business, and Business Fundamentals that our members cannot easily access or afford on their own.

Want to learn more? Check out our [website](#) and follow us on [Facebook](#).

Our goal is to support local businesses. We believe the best way to do that is by building a team with various backgrounds, cultures, and perspectives to help make our vision a reality. Diversity and inclusion fuel our innovative solutions and unite us with our members and the communities we serve. We have a nationwide, multicultural, and diverse member base - we want to reflect that inside our walls.