



Letko, Brosseau & Associates Inc.

Accounting Technician

Letko, Brosseau & Associates is one of Canada's leading independent investment management firms, serving both institutional and high net worth clients. The firm's approach is based on fundamental analysis, broad diversification, an international perspective, careful security selection and low turnover. This approach has generated solid long-term results for clients since the firm's foundation in 1987. Outstanding financial performance, superior customer service and high standards of business ethics are the firm's guiding principles that contributed to its success over the years.

Letko, Brosseau & Associates has a team of 88 associates and professionals. The firm is seeking an Accounting Technician who will support the Controller in the accounting activities of the firm.

Responsibilities:

- Assist the accounting team with the accounts payable and accounts receivable cycles
- Perform a variety of reconciliations related to the accounting cycle and the firm's operations.
- Participate in the budget process
- Ensure the filing of various legal and administrative documents related to the firm's operations
- Assist the controller in the preparation of the firm's monthly, quarterly and annual financial statements
- Assist the controller in the preparation of the semi-annual and annual financial statements for the Letko Brosseau Pooled funds
- Participate in the audit process
- Work on the continuous improvement of the accounting practices

Skills and qualifications:

- College degree
- Strong academic results
- Less than 5 years of experience
- Bilingual
- Advanced knowledge of the MS Office Suite, particularly Excel
- Strong analytical skills
- Attentive to detail and good with numbers
- Autonomous and resourceful
- Honest and a strong sense of ethics

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Salary and benefits:

- Competitive base salary plus annual bonus program
- Immediate access to medical, dental and life insurance coverage, along with long-term disability insurance
- Employer contribution to a deferred profit-sharing plan (DPSP)
- Corporate discount applicable on fitness centre membership
- Our downtown Montreal office is easily accessible by public transit.

Our mission is to provide a supportive and inclusive environment where all individuals can maximize their full potential.