NIEFS
NORTH ISLAND EMPLOYMENT

# Accounting Technician
# Full-Time

## Campbell River Region
## Campbell River

Monday November 16, 2026

Minimum wage - $ 20/ hour ($20.00 to $25.00 per hour)

**Company:** Seymour Pacific Developments

**Website:** https://seymourpacific.ca/careers/

**Industry:** Finance & Banking

**Remote/Camp Based Job:** No

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**How to apply:**

Please apply directly at:
https://seymourpacificdevelopmentsltd.applytojob.com/apply/gL0h7nZ6RF

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**Expiry Date:**

Monday, November 30, 2026

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**Details:**

A keen eye and attention to detail is a skill you pride yourself on. You are good with numbers and are able to spot discrepancies quickly – nothing gets past you! We are looking for an Accounting Technician to join our Red River Lumber team in Campbell River, BC. Your contributions to the team: • Maintaining ledgers, crediting balances, and investigating account irregularities • Processing and posting invoices and expenses • Preparing and completing payments to third parties, whether by EFT, cheque, or credit • Auditing purchase requests for materials, supplies, equipment and other collateral • Verifying orders are charged to the proper accounts • Investigating and resolving billing discrepancies or misapplied transactions • Reviewing and investigating invoices and communicating issues to relevant parties and departments • Reviewing all credit balances, refunds and adjustments, and applying adjustments and/or corrections to corporate billing records • Reconciling bank accounts, identifying discrepancies, notifying relevant parties of any unresolved issues, and making related journal entries as needed • Using computer systems to run databases, extracting transaction details and creating reports • Calculating, preparing and issuing documents related to GL accounts such as invoices, inventory reports, account statements, and other financial statements What we offer? Employees enjoy a wide range of benefits and competitive reward. You will be eligible to receive salary range of $20.00 to $25.00 per hour, this will be determined by your skill set, education and experience. You will also be eligible to participate in the Company’s benefits program covering: • Employer paid extended health, vision, and dental coverage (including family) • Employee and Family Assistance Program •

Employee Referral Program • Yearly health and wellness benefit • RPP eligibility after 1 year • Employee recognition program • In-house professional development opportunities Why Seymour Pacific? Seymour Pacific Developments is an industry leader in building multi-family homes with unparalleled speed and efficiency. We develop and build over 1000 units a year by leveraging effective teamwork and industry expertise. We offer excellent wages and benefits, as well as a variety of training for employees who are motivated to succeed and want to expand their horizons. Seymour Pacific Developments practices equal opportunity hiring and onboarding processes to ensure equal access and participation for everyone. We understand that we have a responsibility for ensuring a safe, dignified, and welcoming environment and we are committed to creating an inclusive environment for all employees irrespective of race, colour, religion, sexual orientation, gender identity, or any other status protected by law. We believe in integrating people with disabilities into our workforce by removing barriers and meeting accessibility needs.

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**Qualifications & Experience:**

What you need to be successful: • 2 years working experience in a high-paced office setting • Basic knowledge of accounting systems, budgets and internal controls • Accounts Payable experience considered an asset • High level of proficiency with Microsoft Office suite and computerized accounting applications • Effective attention to detail and a high degree of accuracy • Excellent teamwork and team-building skills • Able to effectively communicate both verbally and in writing • Strong problem identification and problem resolution skills

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