



Temporary Junior Accounting Clerk (Contract 7-months)

Reporting to the Capital and Payables Manager, this position is responsible for performing a variety of administrative and accounting duties. The Junior Accounting Clerk is responsible for the accurate and timely entry and reporting of data in the financial systems. This position provides support to the Accounting Clerk and Financial Analyst.

The hourly wage range for this full-time, unionized position is \$31.79 - \$33.44.

Qualified applicants are encouraged to submit a current resume clearly marked **“Temporary Junior Accounting Clerk”** via email to recruitment@welland.ca

Posting closes at 4:00pm on Friday, December 16th, 2022.

A detailed job description can be obtained by visiting our website at www.welland.ca

The City of Welland is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. The City of Welland is committed to accommodating persons with disabilities. Should you require any accommodations, we will work to meet your needs.

All applications will be held in strict confidence. We thank all applicants, however, only those selected for an interview will be contacted. No phone calls please.

Personal information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used for employment assessment purposes only.