

Career Opportunity

Accountant

BASIS: FULL TIME, TERM ENDING IN SEPTEMBER 2026, OR UPON RETURN OF THE INCUMBENT
CLOSING DATE: JUNE 6, 2025 AT 9:00AM

Responsible for ensuring the financial and accounting records of the City are accurately prepared and maintained in accordance with City policies, procedures and bylaws.

Key Responsibilities

Reporting to the Manager of Finance, the Accountant will analyze financial information, prepare financial reports and statements and ensure appropriate control procedures are established. This position is responsible for preparing non-routine journal entries, performing complex reconciliations, preparing financial summary statements and delivering accurate financial data to support key decisions.

Qualifications

The successful candidate will have an Undergraduate Degree in Accounting, Commerce or a related discipline. They will also have a minimum of 3 years experience related to Public Sector Accounting, preferably in Local Government, and will be enrolled in the CPA professional accounting designation program.

This position is a CUPE Local 2262 position with an attractive hourly rate of \$54.13 plus 10% in lieu of benefits. Please visit our website at www.castlegar.ca for a full job description and information about our community.

Qualified applicants are invited to submit their detailed resume via email by 9:00AM, on June 6, 2025 to hr@castlegar.ca with the subject line Term Accountant.

We wish to express our appreciation to all applicants for their interest and effort in applying for this position and advise that only candidates selected for an interview will be contacted.

Applicants must be eligible to work in Canada.

About Castlegar

Live more at one-third the average housing price of metro Vancouver and two-thirds the B.C. average. Be an outdoors action hero in the West Kootenay wild, in British Columbia's interior, where the Columbia and Kootenay rivers meet and endless adventures are right in your backyard.

Work for a City going places – with an ambitious vision, a dynamic municipal government, and a track record of doing cool things – including Millennium Ponds, Sculpturewalk, and an ongoing refresh of Columbia Avenue, our main artery. The City of Castlegar is growing and we're looking for the perfect person to get in on the action.

Learn More

To view all available job positions or learn about applying for a City position, please visit castlegar.ca/careers

Castlegar City Hall

Open Mon – Fri, 8:30 a.m. – 4:30 p.m.
250 365 7227 | castlegar.ca

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