



Driven to be a trusted partner for environmental solutions and to deliver practical solutions to complex environmental challenges, **Core6 Environmental** is seeking an **Entry-Level Accounting Associate** to join our team in **Vancouver, BC**.

Your essential responsibilities will include, but are not limited to:

- Timely inputting of AP including credit card and staff expenses, assisting with client invoicing and AR support, CRA and other remittances, reconciliation of accounts, and assisting senior accounting management in other related tasks.
- Supporting with project setup including budgets.
- General administrative duties and other tasks as required.

#### Qualifications

- Accounting related degree or diploma.
- Must currently reside in the Greater Vancouver area.

#### What you Bring

- Enjoy working in a team environment.
- Strong communication, organizational and multi-tasking skills.
- Adept at time management and prioritizing work-flow commitments.
- Meticulous attention to detail and proficiency in Excel.
- Knowledge of bqe CORE ERP or similar is considered an asset.
- Initiative and service-oriented approach.

#### Why Core6?

- **Impactful Work:** Contribute to meaningful projects that directly impact British Columbia's environment.
- **Collaborative Culture:** Join a team that values collaboration and professional growth.
- **Expert Mentorship:** Learn from and work alongside some of the industry's most experienced professionals.
- **Competitive Compensation:** Receive a comprehensive package including competitive salary with overtime pay or banked time, vacation, medical/dental benefits, RRSP-matching, and cell phone allowance.
- **Professional Development:** Access ongoing training and development opportunities.
- **Valued Input:** Your voice matters – regardless of your position in the company, you have the ability to shape the future. We are continually evolving and growing the company, incorporating ideas, suggestions and innovative approaches from our employees, partners and clients.

### Salary Range and Work Environment

The expected base salary range for the qualifications listed above is \$60,000 per year. This salary range may be adjusted for additional qualifications, experience and desirable assets. This position is a full-time in-office position at our downtown Vancouver office.

Core6 defines diversity as including culture, race, religion, age, sexual orientation, gender, disability, socioeconomic background and lived experiences. We strive to have our staff reflect the diversity of the communities in which we work. Core6 Environmental is an equal opportunity employer and encourages all qualified candidates to submit resumés and letters of introduction for consideration.

### To Apply

Resumes and Letters of Introduction may be forwarded to [hr@core6.ca](mailto:hr@core6.ca). Please include the opportunity title (HR-053) in your email subject line.