

# Accounting Technician

**Employer Name:**

Stevenson Industrial Refrigeration Ltd. SASKATOON

**Wage/Salary Info:**

Based on education and experience

**Posted Date:**

20-Feb-2026

**Location:**

REGINA

**# of Positions:**

1

**Employment Terms:**

Full-Time

**Length of Employment:**

Permanent

**Education:**

University Bachelor's Degree

**Experience:**

1-2 Years

**Apply By:**

10-Mar-2026

**How to Apply?:**

Interested candidates are encouraged to submit their resume and cover letter outlining their qualifications and relevant experience to [resume@stevensonindustrial.com](mailto:resume@stevensonindustrial.com).

Please include "Accounting Technician - Regina" in the subject line. Stevenson is an equal opportunity employer. We value diversity and are committed to creating an inclusive environment for all employees.

[Apply for this job online now!](#)

**Application Information****Employer Name:**

Stevenson Industrial Refrigeration Ltd. SASKATOON

**Contact Email:**

[resume@stevensonindustrial.com](mailto:resume@stevensonindustrial.com)

# Description

## About Us:

Stevenson Industrial Refrigeration is dedicated to providing cutting-edge refrigeration solutions to various industries. We are seeking a motivated and detail-oriented Accounting Technician to join our finance team.

## Position Overview:

We are looking for a talented and driven Accounting Technician to support our finance department in maintaining accurate financial records, assisting with financial reporting, and contributing to the overall financial health of the company. As a Junior Accountant, you will play a crucial role in ensuring the financial stability and success of our organization.

## Key Responsibilities:

- Keep financial records and establish, maintain, and balance various accounts using manual and computerized bookkeeping systems
- Post journal entries and reconcile accounts, prepare trial balance of books, maintain general ledgers, and prepare financial statements
- Calculate and prepare cheques for payrolls and for utility, tax, and other bills
- Complete and submit tax remittance forms, workers' compensation forms, pension contribution forms and other government documents
- Prepare tax returns and perform other personal bookkeeping services
- Prepare other statistical, financial, and accounting reports.

## Qualifications:

- Bachelor's degree in Accounting or Finance is required.
- Preference will be given to candidates actively pursuing the CPA designation.
- Proficiency in Microsoft Excel and accounting software.
- Excellent attention to detail and organizational skills.
- Effective communication and interpersonal skills.
- Ability to work independently and as part of a team.
- This is a full-time position, 40 hours per week, standard office hours from Monday to Friday.
- The position is based at our office location in Regina.