



Career Opportunity

Accounts Receivable Technician, Winnipeg

Role Summary

Reporting to the Financial Controller, the Accounts Receivable Technician is responsible for processing and posting customer payments, processing and distributing customer invoices and monthly statements, communicating with customers to ensure accounts are current and up-to-date, processing and approving credit applications, managing the collection process on receivables, reconciling customer accounts along with other accounting-related duties.

Desired Skills

- Grade 12 education or GED equivalent
- Prior experience in an Accounts Receivable position would be considered an asset
- Excellent attention to detail and organizational capabilities
- Excellent customer service and communication skills, both written and oral
- Ability to work well under pressure and meet set deadlines
- Ability to maintain confidentiality concerning financial records
- Confidence in contacting customers for payments, particularly on overdue accounts via email or phone
- Good working knowledge of Microsoft Office programs including Excel, Outlook and Word; prior experience with Microsoft Dynamics Great Plains accounting software would be considered an asset
- Excellent teamwork skills

New Standard Ag offers a competitive wage along with a comprehensive health and dental benefits plan. We offer an excellent work environment with opportunities for development and advancement.

If you are interested in this position and meet the above criteria, please submit your resume in confidence to careers@newstandardag.com by December 4, 2023.