Next-Steps Employment Centre - Downsview

HIRING EVENT

with

KINKA FAMILY

SERVING PEOPLE HAPPINESS

Founded in 2009, KINKA FAMILY was established with an aim to revolutionize Japanese hospitality experiences. Since then, the Company has come to be recognized as **Canada's largest Japanese restaurant group**. KINKA FAMILY owns and operates a diverse portfolio of restaurants and cafés in Toronto, Montreal, Tokyo and Seoul.

POSITIONS: General Accountant, Payroll Administrator, Intermediate Accountant and Driver

"Our mission is to be an innovative leader in grocery stores in both product offerings and design by providing a diversity of fresh products from all over the world with competitive prices."

Wednesday, September 26th, 2018

11:00 a.m. – 2:00 p.m.

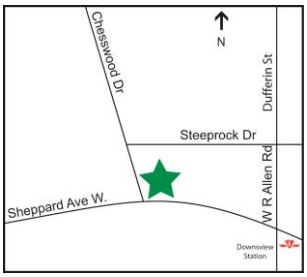
FOR MORE INFORMATION

Call to Register at: 416-395-9559

www.next-steps.ca

NextStepsEmploymentCentres

@NextStepsEC



3701 Chesswood Drive, Suite 100
Toronto, ON M3J 2P6
Phone: 416-395-9559
Fax: 416-395-9510
Open Monday to Friday, 9am-5pm

Operated by

Toronto District School Board

This *Employment Ontario* service is funded in part by the Government of Canada

EMPLOYMENT ONTARIO

Next-Steps Employment Centre - Downsview

Job Title: General Accountant
Reporting to: Finance Manager

- Post-secondary education in Accounting/Finance
- 1-2 years of relevant accounting work experience
- Working towards accounting designation an asset
- Experience with Microsoft Nav, Dynamics 365, or NetSuite an asset
- Solid understanding of Accounting principles and concepts
- Demonstrated proficiency in Microsoft Office applications with an emphasis on Excel
- Possess a high degree of accuracy with attention to detail
- Proven organizational, planning and prioritizing skills
- Ability to manage multiple projects, tasks and assignments while meeting strict deadlines.
- Strong English verbal and written communication skills

Job Title: Intermediate Accountant
Reporting to: Finance Manager

- Post-secondary education in Accounting/Finance
- Required - 3+ years of relevant accounting work experience
- Working towards accounting designation an asset
- Experience with Microsoft NAV, Dynamics 365, or NetSuite is an asset
- Systems implementation experience an asset
- Advanced Excel skills
- Problem solver with strong analytical background
- Ability to manage multiple projects and assignments while meeting strict deadlines
- Strong English verbal and written communication skills
- Demonstrated ability to work independently as well as part of a team

Job Title: Payroll Administrator
Reporting to: Accounting Manager/HR Manager

- 1-2 years of hands-on experience in payroll and benefits administration
- PCP designation an asset
- Experience with ADP WFN an asset
- Strong knowledge of Microsoft applications with emphasis on Excel
- Ability to understand and apply policies, legislation, regulations to payroll processing
- Focused on providing exceptional support to our internal customers with a positive attitude and friendly disposition.
- Ability to work well independently and in a team environment
- Ability to deal with payroll issues with a high level of discretion and confidentiality.
- Strong verbal and written English communications; verbal Japanese an asset.

Job Title – Driver
Working Hours – Part-Time, available to work on weekends

WEDNESDAY, September 26th, 2018

11:00 a.m. - 2:00 p.m. FOR MORE INFORMATION

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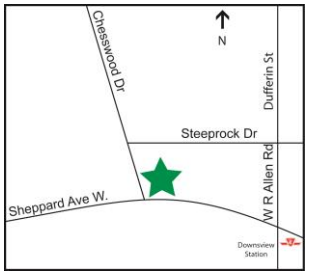

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