

Accountant - CPA Student

We are looking for a permanent full-time accountant who will enroll in the CPA program.

Bradley Handrahan Chartered Professional Accountants is a growing accounting and advisory firm with offices in Stratford and Tignish. Our firm is led by partners Troy Bradley, CPA CA, CFP and Neil Handrahan, CPA CA and presently has staff of thirteen with room to expand. We provide a full range of accounting, tax and business advisory services to individuals and companies in all business sectors on Prince Edward Island. Bradley Handrahan is focused on providing personalized care for our clients, and a flexible work environment for our staff. We are a pre-approved program route office for the CPA program.

Responsibilities include but are not limited to:

- Preparation of assurance engagements
- Preparation of personal income tax returns
- Bookkeeping
- Preparation of notice to reader financial statements
- Preparation of tax filings
- Adhoc activities

We are looking for a highly motivated individual with the following:

- Has an undergraduate degree, preferably with a concentration in accounting
- Pleasant personality, sharp mind, and energetic work ethic
- Excellent communication skills, both verbal and written
- Proficiency in Excel, Word and Outlook
- Strong bookkeeping and organizational skills with a desire to learn new tasks
- Experience with Caseware, Sage 50, QuickBooks and any other accounting software would be an asset

Applications due: November 30, 2020

Employment to begin: September 2021

Apply to: Kimberley A. Norgaard, CPA, CA
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