



Fishing
means
the world
to us.™

We're Hiring Accounting Assistant

Ocean Choice International (Ocean Choice) is one of Atlantic Canada's most diversified seafood companies, sustainability producing and marketing a full range of shellfish, groundfish and pelagic species. All of this would not happen without our people working right here at home. At Ocean Choice, we're all about families, connected to each other and our communities.

We are currently accepting applications for a full-time, permanent Accounting Assistant position. This personable, highly organized individual will be located at our head office in St. John's, Newfoundland and Labrador.

Key Duties and Responsibilities:

- Maintain customer accounts through posting customer deposits, assisting with customer inquiries, and following up on outstanding payments.
- Prepare bank reconciliations.
- Assist with preparation of wire transfers, EFTs, and cheques.
- Provide support to Accounts Payable team through posting vendor invoices.
- Provide support to Accounting team through posting journal entries and preparing reconciliations.
- Responsible for back up Reception coverage.
- Ad hoc accounting support as needed.

Candidates should possess a strong knowledge of MS Office, and experience in an office environment would be an asset.

Salary will commensurate with qualifications and experience. An excellent benefits package is available.

Interested candidates should apply, in writing, to hr@oceanchoice.com or mail resumes on or before: **Wednesday, September 16, 2026.**

Ocean Choice International
Attention: Human Resources
1315 Topsail Road, St. John's, NL A1B 3N4

Ocean Choice is an equal opportunity employer.