



Job Title: Accountant

Location: Mississauga, Ontario

Job Type: Canada Summer Jobs – Temporary, Full-Time (Hybrid)

About UOSSM Canada:

Union of Medical Care and Relief Organizations Canada (UOSSM Canada) is a leading nonprofit organization dedicated to providing medical aid and support to those in need around the world. Our mission is to alleviate suffering and provide humanitarian and medical assistance to victims of crises and disasters. We are committed to developing sustainable solutions that promote health and well-being.

Key Responsibilities

Financial Data Entry & Bookkeeping

- Assist in recording daily financial transactions in the accounting system
- Support maintenance of the general ledger and filing of financial documents
- Organize and digitize financial records for accuracy and accessibility

Accounts Payable & Receivable Support

- Help process invoices and verify supporting documentation
- Assist in tracking payments and outstanding balances
- Support the preparation of invoices and donor receipts (if applicable)

Reconciliations & Documentation

- Assist with bank and credit card reconciliations
- Ensure all transactions are properly supported and documented
- Identify and report any discrepancies to the supervisor



Requirements & Skills

- Currently enrolled in or recently graduated from Accounting, Finance, or a related program
- Basic understanding of accounting principles is an asset
- Strong attention to detail and willingness to learn
- Basic knowledge of Quickbooks, Microsoft Excel, and Word
- Good organizational and communication skills
- **Nice-to-Have Skills:** Quickbooks experience and interest in the non-profit sector, healthcare, or humanitarian issues.

How to Apply:

[2026 Summer Application Form](#)

Deadline for Application: April 17, 2026 at 12:00 pm EST