



## **Accounts Payable and Purchasing Clerk (Montreal)**

Distex is a premium partner to clients and suppliers in the commercial and institutional kitchen equipment field. We offer high quality products such as ice machines, cooking and refrigeration equipment, as well as stainless steel accessories. As we are expanding our team, we are looking for a dynamic Accounts Payable and Purchasing Clerk.

### **What will you be doing?**

You will be responsible for all payables, managing expense reports (credit cards and payments), as well as purchasing from our various suppliers and controlling the inventory. You will also get to work closely with the Controller when it comes to all things related to accounting.

### **What's in it for you?**

When you join our team, you're not a number, you become a family member. That's why we look for people who want to build a career with us – the growth opportunities with Distex are endless. Although we work hard, we do play hard; we are also all about work-life balance. In addition to having fun daily (we promise you will not be bored!), you will have access to our group insurance plan (health, dental, etc.) and other cool benefits.

### **What are we looking for?**

If you have experience in a similar position, are fully bilingual (FR/EN – a must), possess a College Diploma or Bachelor's Degree in accounting, are customer-service oriented and have exceptional interpersonal skills, we want to meet you! If you think you would be a good fit for this position (and our company), let us know! Send us your resume and cover letter to [hr@distex.ca](mailto:hr@distex.ca). If we think you stand out, we will give you a call and further discuss the position with you.