**Staff Accountant (French Ability)**

West Allis, WI

Salary + Semesterly Bonus

Seeking a self-motivated, hardworking and lively individual to help the momentum of our culture continue to grow. You will be ensuring the daily accounting needs of our location in Laval, Quebec (Canada) and will need to be able to converse and read in French as well as communicate in English.

**As a Staff Accountant you are given the opportunity to:**

* Be responsible for the daily AR & AP needs of our location in Laval, Quebec while working remote in our Shared Service center located in West Allis, WI.
* Reconcile bank statements and ensure a quick and accurate close to the ledgers on a monthly basis.
* Provide accounting support to various department managers, ensuring that vendors and customers are properly set up and follow internal policies and procedures.

**The individual in our Staff Accountant role should:**

* Have a High School Diploma (or equivalent), Associate level degree or higher is preferred in some type of accounting or business program.
* One to three years working experience preferably in an Industrial or manufacture setting.
* Have Strong Knowledge of how to use Microsoft Office programs including Excel and Word.
* Be able to speak and read French to be able to communicate with our French-Canadian customers and vendors.
* Have a strong moral compass to handle sensitive and confidential financial documents.

**We offer:**

* A fun and friendly, team-oriented work environment.
* Full benefits after 60 days of employment including Health, Dental, Vision, Life, Short & Long-Term Disability.
* Employer Matching 401k
* Employee first environment.
* Continually evolving and expanding culture.

**About Addev Materials Group**

At ADDEV Materials Converting, we have been serving the converting needs of our customers for over 30 years. We aim to provide the same convenient, quality service that has made us a leader in the converting industry. We can provide design and manufacturing services to power generation, building, automotive, medical device and other markets as well.

ADDEV Materials Converting is part of Addev Materials Group headquartered in Lyon, France. Focusing on Films & Tape Converting and Adhesive & Chemical custom packaging we have over 700 employees at over 25 locations worldwide. Addev Materials acts as a “multilocal” player, combining proximity and responsiveness to offer our customers the best value-added solutions.