



# ASSISTANT ACCOUNTING MANAGER (NOC:10010)

**Posted by: Iqbal Foods**

**Location: Toronto**

**Salary: \$58.00 Per Hour**

**Job ID:** YJ4248568

**Posting Date:** 22-Oct-2025

**Expiry Date:** 20-Apr-2026

**Education:** Bachelor's degree or equivalent experience

**Language:** English

**Vacancies:** 1

**Experience:** 1 year

**Job Type:** Full Time

## Job Description

### ASSISTANT ACCOUNTING MANAGER (NOC:10010)

Posted on October 9, 2025 by Iqbal Foods

## **JOB DETAILS**

### **Location:**

100 Thorncliffe Park Drive

Toronto, ON

M4H 1L9

### **Salary**

\$58.00 hourly/ 35 to 40 hours per week

### **Terms of employment**

#### **Permanent employment**

Full time

#### **Start date**

Starts as soon as possible

#### **Vacancies**

1 vacancy

#### **Job Bank**

#3420103

## **ABOUT IQBAL FOODS**

Iqbal Food is a leading halal-certified grocery and meat retailer serving multicultural communities across Ontario. We are committed to ethical sourcing, financial transparency, and operational excellence. As our business grows, we seek an Assistant Accounting Manager who understands the sensitivities of halal commerce and can support our financial operations with precision, integrity, and cultural awareness.

## **OVERVIEW**

### **Languages**

English

### **Education**

Bachelor's degree in accounting, Finance, or Business Administration

Equivalent experience in halal retail or food distribution accounting will be considered

### **Experience**

- 1 less than 2 years in accounting or financial coordination, preferably in retail, wholesale, or culturally regulated environments
- Experience with halal product inventory, vendor reconciliation, and compliance reporting is an asset

### **On site**

Work must be completed at the physical location. There is no option to work remotely.

### **Work setting**

Retail/wholesale establishment/distribution centre

## **RESPONSIBILITIES**

### **Tasks**

- Coordinate financial operations and budget activities across, retail, wholesale and distribution units to support halal product integrity and optimize business performance.
- Identifying and investigate financial compliance issues, including halal certification documentation, vendor invoicing and CRA reporting requirements.
- Assist in planning and controlling departmental budgets and expenditures, ensuring alignment with halal sourcing priorities and seasonal inventory cycles.
- Review and analyze budgets and financial reports for specific halal product lines, promotional campaigns and operational projects.
- Monitor financial control systems to ensure accuracy, transparency, and alignment with halal business practices and internal audit standards.
- Manage vendor and service contracts, ensuring timely payments, halal certification alignment, and adherence to negotiated terms.
- Oversee the collection and analysis of financial data related to halal inventory, supplier performance, and retail profitability.
- Support the preparation of financial reports for internal review, halal certification audits, and external regulatory submissions.
- Advise senior management on financial trends, cost control opportunities, and risks affecting halal product margins and operational efficiency.
- Respond to internal financial inquiries and support customer-facing teams with pricing, refund, and payment-related issues tied to halal product transactions.
- Maintain and reconcile financial records using manual and computerized systems, ensuring halal product tracking and vendor documentation are accurately recorded.
- Oversee payroll administration for retail and distribution staff, ensuring compliance with employment standards and ethical compensation practices.

### **Supervision**

3-4 people

## **EXPERIENCE AND SPECIALIZATION**

### **Computer and technology knowledge**

- MS Excel
- MS Office
- MS Outlook
- MS Word

- Enterprise resource planning (ERP) software
- Quick Books and other accounting software
- Familiarity with POS and inventory systems used in halal retail environments

## **ADDITIONAL INFORMATION**

### **Work conditions and physical capabilities**

- Fast-paced environment with tight deadlines
- High attention to detail and large caseloads
- Must be able to work under pressure and manage competing priorities
- Attention to detail
- Large caseload
- Large workload

### **Personal suitability**

- Accurate and dependable
- Strong interpersonal and cross-cultural communication skills
- Excellent oral and written communication
- Organized, ethical and adaptable
- Team player with values aligned to halal business practices

## **EMPLOYMENT EQUITY**

Iqbal Foods is proud to support employment equity and welcomes applicants from all backgrounds, including newcomers, refugees and visible minorities. We are committed to fostering a respectful and inclusive workplace that reflects the communities we serve.

## **WHO CAN APPLY TO THIS JOB?**

### **You may apply if you are:**

- A Canadian citizen
- A permanent resident of Canada
- A temporary resident with a valid Canadian work permit

All applicants must be authorized to work in Canada

## **HOW TO APPLY**

### **Direct apply**

- Apply directly via Job Bank
- Or email your resume and cover letter to: [iqbalfoods-100tpdr@post.com](mailto:iqbalfoods-100tpdr@post.com)

**Posting remains open until the position is filled**

To apply for this job vacancy, please send your resume along with a cover letter and a reference letter from your previous employer to the following email: [iqbalfoods-100tpdr@post.com](mailto:iqbalfoods-100tpdr@post.com)

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