

POSITION: Accounting Course Developer

COMPANY DETAILS: AME Learning is a leader in providing financial literacy education in corporate and academic markets. Founded in 1997, AME Learning has developed and distributes award-winning introductory accounting curriculum using patented interactive tools to teach accounting and financial principles in an intuitive way. Some of AME's corporate clients include Burger King, Hallmark, Toyota, Alliance Atlantis, Bell Canada, Purolator, and Second Cup. Some of AME's academic clients include Seneca College, Fanshawe College, College of the Rockies, and Humber College. For more information, visit our website at www.amelearning.com

JOB DESCRIPTION: The role of an Accounting Specialist will be to work in conjunction with the department manager to create course material.

Responsibilities will include, but not be limited to:

- Work closely with the product development manager to create in-class course material:
 - In-class textbooks
 - Online quizzes and exercises
 - In-class exercises, tests, exams
 - eLearning course curriculum
- Improve existing material based on instructor and students feedback

Desired Qualifications include:

- Strong knowledge of accounting subject matter: accounting degree or designation preferred
- Very creative and detail oriented
- Excellent organizational and time management skills
- Work well in teams
- Good working knowledge of MS Office (Word, Excel, PowerPoint)

Position and responsibilities will expand based on proven competence across core deliverables.

PERFORMANCE METRICS AND COMPENSATION: Success will be based on mutually agreed milestones. Compensation will be discussed upon hiring.

APPLICANTS: Please email your resume and assessment questions to linda@amelearning.com. We thank all applicants who choose to apply; however, only those selected will be contacted.