

Pickering is a vibrant, connected, and engaged community that is experiencing both significant economic and residential growth. We continue to evolve as a preferred destination for creative learning, memorable events, and unique experiences, and are seeking passionate candidates that are committed to joining us on our journey.

Our dedicated, energetic staff are guided by our core values and corporate priorities which fuel an inclusive culture and encourages teamwork, customer service excellence, and personal and professional growth.

The City provides a competitive compensation and benefits package with a focus on workplace wellness. Explore our career opportunities and see how you can make a difference.

Senior Accounting Analyst, Internal Audit

The incumbent provides a key role in a variety of financial processes. Responsibilities include supporting the City's financial system (budgets, A/P, A/R, General Ledger, and Purchasing & Asset Management), primary review of all City disbursements, conducting financial analyses and preparing financial models and forecasts, and reviewing business plans and reports with financial implications. Additional responsibilities include performing post-grant reviews of grant recipients, and reviewing correspondence to financial institutions with respect to letters of credit and surety bond reductions, draws and releases. The incumbent will also, from time to time, assist with the preparation of senior government grants, internal audits and reviews, and special assignments/projects when requested.

Successful applicants will possess the following:

- University Degree in Accounting, Business Administration, Economics or related discipline and completion of a professional designation (CPA, CP, CGA or CMA).
- Five years' financial analysis experience in a mid to large sized organization with experience in computerized financial planning and reporting.
- Experience in implementing new financial systems or modules would be an asset.
- Demonstrable knowledge of generally accepted accounting principles and general municipal accounting.
- Knowledge of, and direct experience with an SAP ERP implementation would be considered an asset.
- Strong problem solving, analytical, organization, presentation and customer service skills.
- Strong communication and report writing skills and verbal/written proficiency in the English language.
- Ability to work independently on assigned duties with minimum supervision and work effectively as a member of a team when required.
- Ability to establish and maintain effective business relationships with all levels of employees and elected officials.
- Strong initiative and ability to work with multiple priorities in an active environment.
- Demonstrated proficiency in the use of personal computers and Windows based computer applications with an emphasis on computerized financial systems and software applications, including Excel spreadsheet software.
- Must be prepared to undergo a Criminal Reference Check as a condition of employment.

Compensation includes a comprehensive benefits package, pension plan, and an annual salary range starting at a minimum of \$97,407.38 based on a 35 hour work week.

Qualified candidates may submit a detailed resume or online application form by **Thursday, February 21, 2019** to:

Recruitment Specialist
Human Resources Division
One The Esplanade
Pickering, ON L1V 6K7

By Email: hr@pickering.ca
By Fax: 905.420.4638
Online: pickering.ca/employment

We thank all applicants for their interest; however, only those selected for an interview will be contacted. In accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, personal information is collected under the authority of the *Municipal Act* and will be used for the purpose of candidate selection. Please contact Human Resources if you require accommodations throughout the recruitment process. Documents are available alternate formats upon request.

An Equal Opportunity Employer