

The City of Pickering is committed to creating an equitable, diverse, and inclusive workplace and strives to foster a sense of belonging, empowerment and respect among all employees and community members. We recognize and value that diverse perspectives, skills, backgrounds, and lived experiences contribute to the growth and strength of our organization and community. As such, we welcome and encourage applications from Indigenous Peoples and equity-deserving communities including women, persons with disabilities, racialized persons, persons who identify as 2SLGBTQI+, and other diverse communities.

### SENIOR ACCOUNTING & FINANCIAL ANALYST

The incumbent is responsible for supporting the City's SAP Enterprise Resource Planning (ERP) financial and corresponding modules, and POS system (CORE) support, conducting financial analyses, troubleshooting system issues and data inconsistencies, performing compliance audits of financial transactions and financial data integrity. The incumbent is also responsible for preparing cash flow budgets and forecasts for senior Finance management to fully optimize the City's cash management and investment returns.

Additional responsibilities include reviewing correspondence to financial institutions with respect to letters of credit and surety bond reductions, draws and releases and financial system user support. Supports the year-end process, assisting with the year-end close, preparation of the City's Financial Statements and the Financial Information Return (FIR). The incumbent will participate in financial systems testing and upgrades.

#### 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 reporting, leadership and variance analyses, preferably in a municipal environment.
- Experience supporting external audits and preparing financial statements for year-end reporting.
- Experience with a POS system would be an asset.
- Demonstrable knowledge of generally accepted accounting principles and practices and general municipal accounting.
- Demonstrated proficiency in using, supporting and troubleshooting an ERP system (SAP).
- Strong problem solving, analytical, organization, presentation and customer service skills.
- Strong communication skills both verbally and in writing (in the English language), as well as effective planning and time management skills.
- 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 \$107,070.60 to \$118,682.20, based on 35 hours per week.

Qualified candidates may complete an [online application form](#) where you will be required to upload your resume and cover letter (PDFs only) on or before Sunday, June 30, 2024.

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 is used for the purpose of candidate selection.

The City of Pickering is committed to inclusive and barrier-free employment practices, and to creating a workplace that reflects and supports the diversity of the community we serve. In accordance with the *AODA Act*, accommodations will be provided throughout the recruitment process where required. Documents can be made available in alternate formats upon request.

**An Equal Opportunity Employer**

