
Senior Financial Analyst

Summary:

The Senior Financial Analyst designs and prepares financial analyses of operations, including interim and final financial statements with supporting schedules, for the guidance of management and use of the Senior Management team. The Senior Financial Analyst supports the Director of Finance with the implementation of the company's financial plans and policies, its accounting practices, the maintenance of its fiscal records, and the preparation of financial reports.

Primary Responsibilities & Duties (80% of the time):

- Generate timely financial statements and analysis.
- Develop and maintain operational and capital budgets.
- Support strategic planning process through development of long-term financial models.
- Recommend and manage changes and improvements in financial systems.
- Manage and ensure adherence to appropriate internal control safeguards.
- Develop and implement finance, accounting, billing, and auditing procedures to meet company objectives.
- Prepare various ad hoc reports.
- Analyze and present financial and operating metrics to the management team.
- Manage the company's various audit requirements.

Secondary Responsibilities & Duties (20% of the time):

- Assist the Director of Finance in the creation, management, and evaluation of the financial programs of the company to include; tax planning, real estate and treasury.
- Generate third party reporting for WSIB, banks and other stakeholders.

Job Specifications:

- University Degree in Business or related field of study.
- CPA designation or MBA degree.
- Minimum of 5 years' experience in accounting.
- Ability to work well under pressure and meet tight deadlines.
- Financial acumen/ability to comprehend budget structures.
- Advanced Microsoft Excel skills.
- Excellent verbal and written communication skills.
- Demonstrated ability to work well with operational teams.
- Must be detailed orientated and work with a high degree of accuracy.
- Experience with SQL or database structures is an asset.
- Must have valid criminal record check through the National Canadian Policy Information Centre (CPIC).