



Position Title: Financial Analyst

Position Status: Full-Time Regular

Department: Financial Services

Employee Group: Teamsters Local 31

Location: 4730 Kingsway, Burnaby

Salary Range/ Wage Rate: PG 27 \$3,114.60 - \$3,680.10 bi-weekly

Our Financial Services Department is seeking a Financial Analyst who will identify and recommend improvements in financial and business processes for assigned departments, provide technical advice on specific business and financial issues, and compile and analyze a variety of financial information to detect problems of a cost control nature.

You are: An accounting professional with superior analytical skills who is reliable, accurate, courteous and team-oriented who always strives to effectively assess and prioritize assigned deliverables and is someone who will actively listen to and communicate with all staff and stakeholders.

This role:

- Liaises with, advises and assists client departments on financial control procedures and policies, business issues and processes; ensures compliance with corporate and financial policies, procedures and legislation; as required, assists in or conducts special studies, prepares ad hoc reports, and designs and presents workshops on financial matters.
- Analyzes, summarizes and prepares a variety of financial information such as operating budgets, long-range plans, financial reports, statements, returns, and year-end working papers; coordinates deadlines for budget submissions; monitors and analyzes accounts for accuracy and reliability and reports variances in revenue and expenditure budgets; detects, analyzes and reports on problems of a financial reporting nature and expedites remedial action; initiates follow-up procedures as required.
- Recommends and develops new systems, procedures, accounting structures and reporting schedules to improve reporting and control processes, safeguard assets, and meet clients' needs; evaluates and reports to a superior on the impact of policy or procedure changes; identifies internal control problems and recommends solutions in conjunction with internal audit/process improvement group.
- Performs related work as required.

To be successful, you have:



- Professional degree in accounting (CPA) and considerable experience in budget analysis and financial control work or fund accounting, or an equivalent combination of training and experience.
- Registration in a professional accounting society (CPA).
- Thorough knowledge of the rules, regulations, procedures and by-laws applicable to client departments and corporate entities.
- Thorough knowledge of public sector budget principles and practices, including program budgeting concepts and applications.
- Thorough knowledge of accounting principles and practices, including modern reporting and cost control procedures.
- Sound knowledge of the organization and functions of the Metro Vancouver legal entities and departments.
- Some knowledge of computerized data processing systems.
- Ability to analyze and interpret various financial, budget, accounting and cost control information and data and to develop logical solutions to problems related to financial and business processes, budget variance and financial reporting.
- Ability to prepare a variety of financial reports related to the work performed.
- Ability to assist in developing, organizing, maintaining and improving a comprehensive budget and cost control program.
- Ability to deal tactfully with all levels of staff and to establish and maintain effective working relationships with others.
- Ability to work with minimal supervision on specific projects.

Our Vision:

Metro Vancouver embraces collaboration and innovation in providing sustainable regional services that contribute to a livable and resilient region and a healthy natural environment for current and future generations.

Please follow this link <http://www.metrovancouver.org/about/careers/> to our Careers page where you can submit your application by June 11, 2021.