

BUILD A CITY. BUILD A FUTURE.



Accountant 2

As one of the fastest growing cities in Canada, City of Surrey is a globally recognized leader in building vibrant, sustainable communities through technology and innovation.

*City of Surrey employees are talented innovators, inspired by meaningful work and the opportunity to drive our city—and their careers—forward. **Build a City. Build a Future** at the City of Surrey*

Scope

Reporting to the Financial Reporting Manager, the Accountant 2 will support the Financial Reporting team with the annual year-end external audit, preparing the City's consolidated financial statements, and ensuring annual compliance reports are prepared in a timely manner. As well, this position will provide support to the City's various financial processes, procedures and reporting requirements.

Employment Status

Union - CUPE Local 402 – Regular Full-Time

Responsibilities

Working closely with the Finance Business Manager, the Accountant 2 will:

- Assist with the annual external audit and prepare the external audit deliverables in a timely and efficient manner.
- Prepare various annual compliance reporting submissions to other levels of government.
- Perform ongoing accounting, reconciliations and month-end tasks for the Corporate operating budget.
- Assist with compilation of financial data and graphs for the 5-year Financial Plan.
- Provide professional accounting services, advise, audits, reconciles, and reports.
- Control, monitor, analyze and report on budgeted versus actual revenues and expenditures.
- Prepare year-end and other working papers and assist with preparation of subsidiary financial statements.
- Make ongoing recommendations for operational and financial reporting improvements.
- Supervise accounting staff as assigned.
- Perform other job-related duties as assigned.

Qualifications

A qualified applicant will have:

- Demonstrated skills, ability, knowledge and experience necessary to perform duties of this degree of complexity.
- Minimum two years of directly related experience is a must.
- Bachelor's degree in a related discipline from a recognized post-secondary institution is an asset.
- Successful completion Core and Elective Modules 1 and 2 of the Chartered Professional Accountant (CPA) program.
- An equivalent combination of education and experience may be considered.
- Having a Professional Accounting Designation (CPA) is an asset.
- Effective communication skills both orally and in writing.
- Thorough working knowledge of generally accepted accounting principles as they relate to local government including Public Sector Accounting Board (PSAB) and audit process.
- Knowledge of municipal government financial reporting and UNIT4 ERP solution is an asset.

Successful applicants must provide proof of qualifications.

Other Information

- Hourly Rate: \$45.61

Steps	Hourly Rate
Step 1	\$45.61
Step 2 (6 Months)	\$47.52
Step 3 (18 Months)	\$49.52
Step 4 (30 Months)	\$51.52

Apply

If you are interested in this opportunity, please apply at <https://www.surrey.ca/about-surrey/jobs-careers> to Job ID 6100.