



Shape a place  
where people  
want to be



**Position Title:** Financial Analyst

**Position Status:** Full-Time Regular

**Department:** Financial Services

**Employee Group:** Teamsters Local 31

**Location:** 4515 Central Boulevard, Burnaby

**Salary Range/ Wage Rate:** PG T27 \$3,486.53 - \$4,119.45 bi-weekly

**Our Financial Services Department is seeking a Financial Analyst who will play a pivotal role in supporting and guiding the organization's financial strategies and overall business planning to ensure financial sustainability and regional affordability. You will be instrumental in supporting financial stability and promoting informed business decisions through comprehensive financial planning and analysis.**

**You possess a blend of financial expertise and analytical skills as you will be supporting departments to enhance financial planning processes, and ensure alignment with organizational and departmental goals. You value utilizing data to provide strategic insights to enhance financial performance.**

#### **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 and capital budgets, long-range plans, financial reports, statements, returns, and year-end working papers; determines clients' debt requirements for capital budgets; coordinates deadlines for budget submissions; monitors and analyzes accounts for accuracy and reliability and reports variances in revenue and capital 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 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 various MVRD 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.

Metro Vancouver employees proudly serve the region and demonstrate the behaviours and attributes of six leadership competencies: Accountability, Adaptability, Building and Nurturing Relationships, Communication, Continuous Learning, and Strategic Thinking and Action.

At Metro Vancouver, we are committed to cultivating a diverse, safe, equitable, and inclusive work environment for all. We strive to attract and retain a talented, diverse workforce that is reflective of the region we serve. If an accommodation is required during the recruitment and selection process, please contact [careers@metrovancover.org](mailto:careers@metrovancover.org) for support. Learn more about our commitments to diversity, equity, and inclusion [here](#).

*Please follow this link <https://metrovancover.org/about-us/careers> to our Careers page where you can submit your application by January 12, 2024.*