



DISTRICT OF SAANICH  
FINANCE  
ACCOUNTING SERVICES

## **ACCOUNTANT**

### **Two Permanent Full Time Positions** **(Anticipated start date: May 5, 2025)**

The District of Saanich employs more than 1600 members across ten departments, our greatest asset is a high performing workforce. As an equitable and inclusive employer, we provide a welcoming environment and promote a healthy, dynamic, and safe workplace that enables our employees to perform at their best and grow their skills. Our competitive wages, excellent benefits package, municipal pension plan, inclusive work environment and progressive initiatives make the District of Saanich a highly desirable place to invest your talent.

If you are a strong communicator and enjoy working with a diverse and skilled team, the District of Saanich has a career opportunity for you. The Accountant performs a variety of technical accounting functions in a municipal environment: prepares the District's year-end and works with external auditors; prepares and submits government required reporting; maintains and analyses various accounts and records, prepares special financial reports and statements; assists the team with financial related questions; performs accounting reconciliations; demonstrates expertise in analyzing; ensures accuracy and compliance with regulations, and performs a variety of internal control and audit functions.

The ideal candidate thrives in an environment where critical thinking skills are needed and accuracy and attention to detail are essential. Candidates must possess excellent written and verbal communication skills and must be adaptable to changes taking place on a daily basis. Proficiency in computerized data processing systems including Excel and accounting software, and email client systems including Outlook.

As a qualified candidate, you have: a professional accounting designation as a CPA or legacy CPA-CA, CPA-CGA or CPA-CMA, five years post certification accounting experience at progressively responsible levels; intermediate to advanced experience with spreadsheets, and problem-solving skills; demonstrated ability to communicate effectively, orally and in writing.

**This is a C.U.P.E. Local 2011 position with a wage of \$54.44**

**(2024 rates) per hour and an excellent benefits package.** Job description and competition information can be found at [www.saanich.ca](http://www.saanich.ca). **Please apply by 11:45 p.m. on Friday, April 4, 2025 quoting competition 25079 to:** Human Resources, District of Saanich, 770 Vernon Avenue, Victoria, BC, V8X 2W7.

**The District of Saanich is recognized as one of BC's Top Employers for 2025.** As an equitable and inclusive employer, we value diversity of people to best represent the community we serve and provide excellent services to our citizens. We strive to attract and retain passionate and talented individuals of all backgrounds, demographics, and life experiences. If you require any adjustments to enable participation at any stage of the recruitment process, please contact [accessibilityHR@saanich.ca](mailto:accessibilityHR@saanich.ca) in confidence. **We thank all applicants for applying. Only those under consideration will be contacted.**