



THE CITY OF YELLOWKNIFE

Manager, Financial Services - Reporting

The City of Yellowknife is an inclusive employer offering a dynamic and rewarding work environment that delivers valuable services to our residents. Working in Local Government provides many opportunities to not only develop your career but also to improve the lives of residents and visitors to Yellowknife! At the City, the diverse backgrounds of our employees help us to create a positive, safe and fun environment for us all. The City is committed to hiring a diverse and skilled workforce that is representative of the community, strengthening our ability to provide high-quality services and excellent customer service to residents. In addition, the City of Yellowknife is committed to reconciliation and implementing actions intended to increase the number of Indigenous peoples who work for the City. The City of Yellowknife welcomes applications from all qualified candidates and encourages Indigenous persons to self-declare when submitting their applications.

KEY RESPONSIBILITIES

Reporting to the Director, Corporate Services, the Manager, Financial Services – Financial Reporting ensures the Financial Services Division is compliant with all applicable legislation, regulations, standards of practice, and City policies. This position is responsible for leading a team in the systematic and proper recording of all City of Yellowknife transactions and for the timely and accurate reporting of such transactions. Work requires a comprehensive knowledge of accounting and auditing principles and considerable proficiency with relevant best practices. It all requires the ability to readily understand the administrative and financial policies and procedures of the Corporate Services department and the basic operation procedure of all other departments.

QUALIFICATIONS

This position requires a University degree in accounting, finance, and/or a related field, along with a minimum of 8 years' experience in finance and/or accounting, and a minimum of 5 years' progressive experience supervising and managing staff. The incumbent must hold a Chartered Professional Accountant (CPA) designation.

This position requires a strong degree of judgment and discretion; the ability to problem solve and mediate complex situations with multiple stakeholders. Strong interpersonal and communication skills are essential. The incumbent must have strong working knowledge of Public Sector Accounting Standards, budgeting, financial reporting and internal controls.

SALARY

The City of Yellowknife offers an attractive starting salary range of \$170,610 as well as a comprehensive benefits package including monthly housing and travel allowances, and a defined benefit pension plan.

TO APPLY

Qualified applicants are required to apply no later than November 7, 2025.

Please visit the City of Yellowknife website at: www.yellowknife.ca to submit your resume and proof of

education (i.e. copy of your diploma or unofficial transcripts).

Please be advised that the City of Yellowknife requires all prospective employees to provide a criminal records check prior to employment. We thank all applicants who apply, but advise that only those to be interviewed will be contacted.