



The Corporation of the City of Brantford Finance Department

requires

Financial Analyst – Financial Reporting Job ID# 2504

Situated on the picturesque Grand River, the City of Brantford is a rapidly growing community of over 100,000 residents, located in the heart of Southern Ontario with direct access to Hwy. 403 and is in close proximity to the GTHA, Waterloo and Niagara regions. As a single-tier municipality, Brantford is responsible for the full spectrum of municipal service areas. We invite you to join our #TeamBrantford corporate culture with many progressive initiatives, including our hybrid work environment. The City is committed to the professional development of our staff and invite you to come, grow with us!

Reporting to the Senior Financial Analyst, the Financial Analyst-Financial Reporting provides key support in the preparation of the City's annual financial statements. This includes the coordination of Local Board statements, the Financial Information Return (FIR), and year-end working papers, ensures compliance with PSAB standards, internal policies, and established accounting practices, performs detailed general ledger reconciliations and variance analysis, prepares journal entries, accruals, reallocations, and year-end adjustments, and serves as a liaison with the external auditor to support the completion of audit requirements. The Financial Analyst supports the City's Tangible Capital Asset (TCA) reporting, continuity schedules, and reconciliations, also assists with Asset Retirement Obligation (ARO) calculations and supporting documentation, prepares statistical and financial submissions required by Provincial and Federal agencies helps maintain financial system structures, including the chart of accounts and related mapping, and collaborates with departments across the organization to ensure accurate financial reporting. The position will also coordinate various inventory reporting processes within the City. The successful candidate will demonstrate strong analytical skills, attention to detail, and the ability to meet tight deadlines during peak reporting periods.

QUALIFICATIONS

- Applicants must have successfully completed a four (4) year post-secondary degree with an emphasis in accounting, business and/or finance or related field
- Four (4) years' work experience in accounting, auditing or financial reporting
- Currently enrolled and actively pursuing a recognized professional accounting designation program (CPA) at an intermediate or senior level is required
- Advanced proficiency in Microsoft Excel (pivot tables, advanced formulas, data analysis tools) and strong working knowledge of Microsoft Office
- Experience preparing municipal financial statements, FIR schedules, or public-sector year-end working papers is an asset
- Knowledge of JD Edwards (JDE) or other ERP financial systems is considered an asset
- Strong analytical, problem-solving, and technical accounting skills
- Ability to manage multiple priorities, meet tight deadlines, and maintain a high level of accuracy
- Strong written and verbal communication skills and the ability to work effectively with internal and external stakeholders
- Ability to work independently and collaboratively within a team environment
- Required to work overtime at key reporting deadlines

WAGE/SALARY RANGE: \$43.89 to \$46.69 per hour (based on a 35-hour work week) plus benefits

To apply on-line, please visit the City of Brantford website at <https://brantford.ca/careers> and click on **Current Opportunities**.

Closing date for applications: **Thursday, December 18, 2025, at 4:30 p.m.**

Information gathered relative to this position will only be used for candidate selection.

We thank each applicant for taking the time and effort to submit your resume, however, only candidates to be interviewed will be contacted.

Our organization is committed to promoting the independence, dignity, integration, and equality of opportunity of persons with disabilities by ensuring the accessibility of our facilities and services. Accommodations are available for all parts of the recruitment and selection process. Applicants need to make their required accommodations known in advance.