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## FINANCIAL ANALYST

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<b>DEPARTMENT:</b>	<b>Finance</b>	<b>STATUS:</b>	<b>Regular Full Time</b>
<b>NO. OF POSITIONS:</b>	<b>1</b>	<b>UNION:</b>	<b>CUPE, Local 387</b>
<b>HOURS OF WORK:</b>	<b>35 hours per week (Monday – Friday)</b>	<b>SALARY:</b>	<b>\$47.37 - \$55.98 per hour + comprehensive benefits package</b>

As a central hub in the Metro Vancouver area, the City of New Westminster delivers a broad spectrum of urban services to over 85,000 residents. New Westminster is rich in history with a viable and thriving economy and has a population representative of the diversity of the region. The City is staffed by talented and dedicated employees who work together to achieve its strategic vision. We have earned a proud reputation for civic leadership, service delivery, and outstanding employee relations.

The Finance Department is seeking a Financial Analyst to join their Financial Services team! Reporting to the Manager of Financial Services, you will be responsible for performing critical work pertaining to city-wide financial planning, reporting and analysis, annual budgeting, forecasting and business case analysis. The Financial Analyst will work closely with senior staff in the Finance Department and collaborate with other municipal departments to support the development and management of the municipality's financial portfolio.

**Your key accountabilities include:**

- Support the annual budget and five-year financial plan, quarterly reporting & financial forecasting, year-end audit and reporting, including but not limited to grant and reserve monitoring, tracking and reporting.
- Prepare, analyze, and summarize a wide variety of financial information.
- Assist client departments in administering their financial planning, budget and forecasting activities.
- Monitor and analyze budget variances.
- Prepare audit working papers, grant claims and financial reports for senior management.
- Provide technical advice on specific business and financial issues, and ensure compliance with corporate and financial policies, procedures and legislation.
- Assist with identifying and recommending improvements in financial and business processes to optimize the effectiveness and service delivery for all areas of accountability.
- Support the Finance team on system implementation, testing and performance review.

**If you have the following qualifications and attributes, we want to hear from you!**

- Completion of an accounting designation with a recognized professional accounting association (CPA) complemented by sound experience in budget analysis and financial control work; or an equivalent combination of training and experience.
- 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.
- Knowledge of the concepts, practices and techniques of financial/accounting principles and practices, financial processes and systems, and their application to financial operations.
- Knowledge of the relevant regulatory policies, procedures and legislation would be an asset.
- Knowledge of municipal functions, organization, policies and procedures and their financial and information system requirements would be an asset.
- Sound knowledge of ERP systems (JD Edwards) and other computerized data processing systems and databases.
- Excellent MS Excel skills and the ability to extract data and perform analysis.
- Effective communication and interpersonal skills. Ability to deal tactfully with all levels of staff and to establish and maintain effective working relationships with others, and to provide exceptional customer service.

Join a team of enthusiastic and innovative employees, and help us build a vibrant, compassionate, resilient city where everyone can thrive.

We offer our employees great work-life balance, competitive salaries, comprehensive health, benefit and retirement plans (a percentage in lieu of benefits for auxiliary positions), education and training opportunities and challenging and rewarding work.

**Apply online with your resume and cover letter in one document at [www.newwestcity.ca/employment](http://www.newwestcity.ca/employment) by June 16, 2026.**

*To support a workforce that reflects the diversity of our community; women, Indigenous Peoples, racialized individuals, persons of diverse sexual orientation, gender identity or expression (LGBTQ2S+), persons with disabilities, and others who may contribute to diversity of our workforce, are encouraged to express their interest.*

*New Westminster is on the unceded and surrendered land of the Halq'eméylem-speaking peoples.  
It is acknowledged by the City that colonialism has made invisible their histories and connections to the land.  
We are learning and building relationships with the people whose lands we are on.*

*We thank all applicants for their interest and advise that only those selected for an interview will be contacted.  
This position is only open to those legally entitled to work in Canada.*