



Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

Toll Free Fax: (877) 825-7564

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Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/07/27

Accountant

Job ID	6F-D6-C6-1B-0B-6B	
Web Address	https://careers.indigenous.link/viewjob?jobname=6F-D6-C6-1B-0B-6B	
Company	Ontario Institute For Cancer Research	
Location	Toronto, Ontario	
Date Posted	From: 2024-07-04	To: 2024-12-31
Job	Type: Full-time	Category: Finance
Languages	English	

Description

About OICR

OICR is Ontario's cancer research institute. We bring together people from across the province and around the world to improve the lives of everyone affected by cancer. We take on the biggest challenges in cancer research and deliver real-world solutions to find cancer earlier and treat it more effectively. We are committed to helping people living with cancer, as well as future generations, live longer and healthier lives.

Launched in December 2005, OICR is an independent institute funded by the Government of Ontario through the Ministry of Colleges and Universities.

Job Details

Position: Accountant

Location: MaRS Centre, Toronto

Department: Finance

Reports To: Senior Manager, Research and Financial Reporting

Salary: Commensurate with level of experience; total compensation includes a competitive benefits plan, plus a defined benefit pension plan (HOOPP)

Hours: 35 hours/week

Job Type: Hybrid

Status: Full-time, Permanent

Position Summary

The Ontario Institute for Cancer Research (OICR) is seeking an Accountant to join the Finance team.

The Accountant will support the operations of the OICR Finance Team under the direction of the Manager, Financial Operations. The responsibilities of the Accountant will include key account analysis encompassing the analysis of information and transactions, the preparation of reports and summaries, the interpretation of data and reports to identify trends and recommendation and the development of business/cost models and related documentation. The Accountant will gather and verify information from various sources including staff and will maintain relevant supporting documentation as backup for the reports/cost models prepared and to facilitate their regular update. The Accountant will act as liaison with both internal and external stakeholders, giving and obtaining information, responding to requests for information or explanation of financial and/or statistical data or finance policies.

Position Responsibilities

Reviews or prepares account analysis and working papers on a monthly basis for all line items in the OICR Statement of Financial Position, providing assurance to the Manager and Director that all accounts are reconciled and in order and that deferred revenues reconcile to the Statement of Operations.

Identifies discrepancies or unusual balances and investigates to obtain explanations, missing information or corrections and thereby resolve issues, presenting recommendations to the Manager where resolution provides options and identifies trends.

Prepares complex journal entries, as required.

Work with departmental staff to ensure optimal deployment of budgeted funds, ensuring variances are explained and identifying areas of over spending or under spending for review by the Manager and Director.

Work with Managers, Research Financial Reporting, and PIs to develop, validate, monitor and maintain cost models for various processes and grants, ensuring a firm understanding of the processes underlying activities within or encompassing the process or grant.

Ensure staffing allocations within all projects/grants remain accurate and complete by validating allocations with PIs and Scientific Managers on a quarterly basis.

Collect quarterly information from payroll provider and reconcile to general ledger information, identifying all discrepancies and making any required adjustments or journal entries.

Prepare audit working papers for salaries and benefits on a quarterly basis, including flux and variance analyses.

Coordinates the preparation of monthly, quarterly, year-end budget/actual/variance analysis for distribution to all stakeholders.

Follows up on and provides in depth explanations for significant variances in accounts.

Notifies Manager (or alternate appropriate position) of significant issues and coordinates follow-up and resolution.

Assists Manager and Director and performs key account reconciliations and follows up on all discrepancies to resolution or explanation.

Adheres to established accounting, Ministry and other external agency guidelines, rules and requirements.

Identifies problem areas or areas where processes, procedures and systems may be improved, makes recommendations, assists in the development of implementation plans and assists in the implementation of approved changes and provides support to external auditors as required.

Additional responsibilities to support the Finance department as required, at the request and under the direction of the Manager, Financial Operations and Senior Manager, Research Financial Reporting.

Qualifications

Bachelor's degree in business administration or recognized equivalent.

Completion or close to completion of a professional accounting program, CA, CGA or CMA or recognized equivalent.

Demonstrated experience in providing support at the senior accountant level, including preparation of complex reports and analyses, cost models and budgets.

Demonstrated commitment to client service and satisfaction.

Familiar with JD Edwards and/or Insight software.

Knowledge and demonstration of leadership behaviors.

Demonstrated problem solving skills.

Excellent organizational and time management skills.

Demonstrated ability to work with accounting software applications and ability to use Microsoft Office tools (Excel, Word, Access, and PowerPoint).

Excellent verbal and written communication skills.

For more information about OICR, please visit the website at www.oicr.on.ca.

To learn more about working at OICR, visit our career page.

POSTED DATE: July 4, 2024

CLOSING DATE: Until Filled

How to Apply

Click "Apply Now"

If you are interested in being considered for this position, please go to the job link above and click on "Apply" at the bottom of the page.

OICR is committed to fostering a climate of equity, diversity, inclusion, and accessibility. This commitment is central to, and mutually supportive of, our research excellence mandate. We welcome and respect the diversity of all members of our community and we support an inclusive culture for all. We welcome all applicants, and encourage applications from racialized persons, Indigenous Peoples, women, persons with disabilities, LGBTQ2S persons, and others who may contribute to furthering a diversity of ideas within our community. OICR is committed to fair assessment of a candidate's abilities, and consideration for diversity of thought, method, and experience. Providing an accessible workplace and recruitment process is important to us, as described in our Accessibility Plan (<https://oicr.on.ca/accessibility/>). Should you require accommodation during any stage in the recruitment process, please complete the form at the bottom of page <https://oicr.on.ca/careers/>. Information received related to accommodation will be handled confidentially.

Resume Format: If you elect to apply, please click on the "Apply for this Job" button below. You will be required to enter contact details, and to attach your resume to your application. Please attach your resume as a .pdf or .doc file.

The Ontario Institute for Cancer Research thanks all applicants. However, only those under consideration will be

contacted.