



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: 2024/12/07

Senior Analyst, Fund Accounting

Job ID	C9-4A-DD-E5-EC-1A	
Web Address	https://careers.indigenous.link/viewjob?jobname=C9-4A-DD-E5-EC-1A	
Company	Fiera Capital	
Location	Montreal, Quebec	
Date Posted	From: 2024-09-19	To: 2024-11-18
Job	Type: Full-time	Category: Finance
Job Salary	Not Specified	
Languages	French And English	

Description

At Fiera Capital

We invest in creating a culture of purpose that makes our people feel valued, cared for, seen, and heard.

Our approach to employee experience is tailored to your needs and ambitions:

* Your Inclusive Experience: We are committed to cultivating an inclusive, safe, and trusting work environment.

Your Growth & Empowerment: We have ambitious growth goals for our firm, which makes us a great place to advance your career.

* Your Rewards & Recognition: We deeply value our people and their contributions and that's reflected in our competitive compensation and benefits packages and our collaborative culture.

* Your Wellness Your Way: We strive to create a healthy work environment and we offer programs designed to support our employees' wellbeing.

What we are looking for:

Fund Administration is responsible for the overall operations and administration of Fiera's various fund structures. The teams work closely with Fiera's product development and distribution teams to define and manage the product offerings ensuring that service delivery, operational risk, operational readiness, regulatory compliance, profitability, and scale is achieved in each product.

Under the supervision of the Supervisor, Financial Reporting, the Senior Analyst, Fund Accounting will be part of a team within a global organization focused on preparation of the financial statements and the management reports of fund performance ("MRFP") of the Fiera funds. He will be exposed to a vast range of public and private funds with a multitude of strategies (fixed income, equity, alternative, etc.). In collaboration with members of his team, he will participate in the implementation of continuous improvement initiatives on processes and business procedures. The position will be part of a dynamic team that is striving to implement industry best practices and drive continuous improvement across the organization.

Your responsibilities:

- * Participate in the planning and production of financial statements and MRFP of the Fiera funds
- * Create draft versions of financial statements and MRFP using available content, templates and guidelines
- * Manage relationship of third-party service providers and vendors to ensure execution of duties to the highest standard (auditors, translator, typesetting service provider, printer, Fund Administrators)
- * Develop and write new content when needed
- * Proofread documents to ensure consistency of information and make corrections when needed
- * Perform validation checks including variance analysis to detect potential errors
- * Review documents for layout of text and graphics, and check for compositional errors
- * Manage deadlines and monitor ongoing progress of the financial statement preparation and MRFP production, and address any production issues
- * Compare original and translated documents to ensure the accuracy, among other things, of numbers, names, dates, etc.
- * Participate in various projects to optimize processes for Fiera funds

* Develop enhanced procedures for a growing global pooled vehicle business

Must have requirements to be successful in this role:

Education/Accreditation:

* A Bachelor's degree in accounting, business administration and/or related college degree with equivalent work experience required

* CPA designation, or in process of obtaining it

Experience and specific skills:

* 2-4 years of experience preparing and analyzing financial statements

* Good knowledge of IFRS

* Basic knowledge of regulation 81-106

* Experience in fund administration / fund accounting (an asset)

* Excellent knowledge of Microsoft Office

* Meticulous, methodical and sharp sense of observation

* Autonomous, sense of organization and ability to prioritize

* Client-service oriented and team spirit

* Ability to work under pressure

* Fluently bilingual (French and English) both written and spoken

Additional Information:

* Fiera Capital adheres to a hybrid working environment with 3 days in-office per week

* If you are interested in a career at Fiera Capital and you meet 70% or more of the requirements, do not hesitate to submit your application!

For all positions in Quebec (Montreal and Laval), proficiency in French, both spoken and written, is mandatory. Working English proficiency is also required in order to serve our offices and clients around the world.

Fiera Capital subscribes to the principle of employment equity. Our staff is our most valuable asset, and our goal is to create an inclusive and equitable environment where everyone can achieve their true potential.

We are an Equal Opportunity Employer and do not discriminate against any employee or applicant for employment because of race, colour, sex, age, national origin, religion, sexual orientation, gender identity, status as a veteran, or on the basis of disability, genetic information or any other federal, state, or local protected class. Fiera Capital will not tolerate any form of discrimination or harassment.

All staffing decisions, including hiring and promotion decisions, will be based on merit, skills, performance, and business needs. We are pleased to receive applications from qualified individuals from a variety of backgrounds. Job applicants who are individually selected for an interview will be notified that accommodations are available upon request. If a selected participant requests accommodation, Fiera Capital shall consult with the applicant and provide, or arrange for the provision of, suitable accommodation in a manner that considers the applicant's accessibility needs due to disability. Please stay vigilant and never share personal or confidential information during this hiring process, unless it is through Mintz Global Screening, the secure platform we use to exchange such information. If in doubt, or if you think you have been a victim of fraudulent manoeuvres during your hiring process, please contact us.

Please note that job titles indicated in job postings may differ from internal job titles. Accordingly, offers of employment may not reflect job titles indicated in job postings.

We thank all applicants for their interest in a career with Fiera Capital. We will only contact those selected for an interview.

How to Apply

Click "Apply Now"