



Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce Canadian Indigenous Job Seekers to a new approach to job searching. 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 Canadian Indigenous Peoples 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

17 – 2595 Main Street

Winnipeg, MB R2V 4W3

Subsidiary Offices:

Kenora • Midland • Ottawa • London • Sandy Lake • Winnipeg

Job Board Posting



Careers.Indigenous.Link

Date Printed: 2021/06/13

Financial Officer

| | | |
|--------------------|---|---------------------------------|
| Job ID | 21- 968-07-050-6754 | |
| Web Address | https://careers.indigenous.link/viewjob?jobname=21- 968-07-050-6754 | |
| Company | CSIS | |
| Location | Ottawa, Ontario | |
| Date Posted | From: 2021-03-18 | To: 2050-01-01 |
| Job | Type: Full-time | Category: Public Administration |

Description

Closing Date 2021-08-25
Reference Number 21- 968-07-050
Job Category Experienced
Who Can Apply Canadian Citizens

Location Ottawa, Ontario
Salary Range \$73,970 - \$89,970
Status Indeterminate (permanent)
Language Requirement Bilingual Imperative (BBB/BBB)
Bilingual Non-Imperative (BBB/BBB)

Job Summary

- The Financial Officer is responsible for:
- Provide financial management services such as financial planning, financial reporting, reconciliation and/or auditing.
 - Plan and conduct financial analysis and/or studies, and prepare reports for senior management review.
 - Provide financial advice and service to clients and management by liaising with Corporate Policy Centres for interpretation and application of policies, directives, guidelines and authorities.
 - Participate in the financial resource planning, allocation processes and expenditure review for the Branch by coordinating all financial planning and cost analysis projects.
 - Monitor all expenses and budgets ensuring coding, performance against budgets and forecasting is carried out correctly.
 - Extract financial data, prepare and analyze financial reports by ensuring data integrity through reconciliations and analysis.
 - Participate in policy development or review, analysis and identification of clients.
 - If required, provide recommendation on the evaluation of an employee's performance and/or provide guidance/orientation/training and check the work of other employees.

Education

- Undergraduate degree* with a specialization in accounting, finance, business administration, commerce or economics.

OR

- One of the following recognized professional accounting designations: Chartered Accountant (CA), Certified General Accountant (CGA), Certified Management Accountant (CMA) or Chartered Professional Accountant (CPA).

*The educational program must be from an accredited learning institution recognized in Canada. If you completed a program outside of Canada you will be required to obtain proof of a Canadian equivalency at your expense through a

recognized credential assessment service. Note: Any higher level of education could be recognized as experience.

Experience

****Two (2) years of experience in at least two (2) of the following:**

- Providing financial advice to clients, managers and/or employees

- Using a financial system
- Using EXCEL for the creation of tables, pivot tables, graphs and charts
- Financial analysis such as budget, commitments or expenditures analysis
- Application of financial policies
- Accounting operations
- Financial policy and systems

Asset

- Experience in a supervisory role.

Competencies

- Advisory
- Analytical skills
- Rigour
- Organizational skills/multitasking
- Innovation.

Conditions of Employment

Not Applicable

Notes

- A written examination may be administered for the screening of candidates.
- Travel may be required.
- Salary is commensurate with qualifications and experience.
- Successful candidate may be eligible to the Financial Officer Retention Allowance once they have reached the maximum of their salary scale. The Financial Officer Retention Allowance for this position is paid at a rate of 8% of the employee's basic annual salary.

Reference Links

Security Requirements

Candidates must be eligible to receive an Enhanced Top Secret security clearance. The process involves a security interview, a polygraph, and a background investigation that includes credit and financial verifications. The use of illegal drugs is a criminal offense. Drug use is an important factor considered in your reliability and suitability assessment during the selection process. Therefore it is important not to use any illegal drugs from the time you submit your application.

Others

We thank all applicants for their interest in CSIS. However, only those who are selected for further consideration will be contacted.

For more information, visit CSIS for Financial Officer