



# JOB POSTING

**Date:** September 13, 2021

**Competition:** #21-51A

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## SENIOR FINANCIAL ANALYST

We invite applications for the regular, full-time position of Senior Financial Analyst in the Finance and Administration Division. Reporting to the Senior Manager, Financial Planning & Analysis, this position is permanently based at our New Westminster Campus.

### **Justice Institute of British Columbia:**

Justice Institute of British Columbia (JIBC) is Canada's leading public safety educator with a mission to develop dynamic justice and public safety professionals through its exceptional applied education, training and research. JIBC offers internationally recognized education that leads to certificates, diplomas, bachelor's degrees and graduate certificates; exceptional continuing education for work and career-related learning and development; and customized contract training to government agencies and private organizations worldwide. Each year, over 36,000 students study at one of JIBC's six campuses in B.C., through online education, and at locations in more than 150 BC communities, as well as sites across Canada and around the world. Our education contributes to safer communities and a more just society by providing professionals with the knowledge, skills and abilities to excel at every stage of their careers and make a difference every day.

### **Summary:**

The Senior Financial Analyst works closely with and supports the Senior Manager, Financial Planning and Analysis. The key responsibilities involve annual budgeting, quarterly forecasting, financial modeling, financial reporting and analysis, program costing models, and ensure AEST Ministry reporting are prepared accurately and in a timely manner. The incumbent is involved in projects for planning, analyzing, interpreting and reporting for internal and external stakeholders, and financial information requirements including Institutional program costing/program evaluation, and process improvements. This position provides support for planning, coordination, analysis, interpretation and reporting on a broad range of government and internal reporting requirements. The Senior Financial Analyst is expected to stay current on the governing accounting standards for the Institute, as well as ensure all reports and budgets are prepared using current and relevant accounting principles.

### **Qualifications & Requirements:**

- Professional designation in accounting: CA, CMA, CGA, CPA (Canada);
- Bachelor's degree in related field; Master's degree in business is an asset;
- Member in good standing with professional accounting organization;
- Minimum of three (3) years of experience in a business analyst role or similar;
- Comprehensive working knowledge of budgeting and forecasting techniques as well as proficiency with financial statement analysis, product/standard costing and internal controls and data validation methods;
- Strong analytical ability and proficiency in database management;
- Expert level experience in development of complex financial models and analysis tools (such as dashboards and BI analytics/tools);
- Demonstrated advanced level proficiency with Excel spreadsheet applications and database management;
- Demonstrated ability in financial planning, budgeting and forecasting in a complex environment;

- Demonstrated expertise with computerized accounting, reporting and data management systems and tools within an integrated management information system;
  - Previous hands-on experience with complex service or product costing., worked with ERP systems and costing models;
  - Advanced level computer and systems knowledge, i.e., Access or Crystal reporting (or similar), proficient with standard applications (Microsoft Office, PowerPoint, Word), and cloud based applications is an asset.
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**For more details and information on how to apply, please visit the detailed job posting:**

<https://www.jibc.ca/sites/default/files/2021-09/21-51A-Senior-Financial-Analyst--Website-August-2021.pdf>