

Financial Analyst Opportunity

The Technical Safety Authority of Saskatchewan (TSASK) requires an energetic and highly motivated individual to join a team that is responsible for providing accounting expertise and financial consulting in support of the programs and strategic direction of TSASK.

Reporting to our Manager of Finance, this position provides organization-wide services related to the development and preparation of the annual budget; financial analysis and expertise to support budget development, forecasts, capital asset and expenditure management; financial analysis of business operations and advice regarding accounting principles, internal policies and relevant legislation; expertise and administration of contract management; and preparation of financial reports for internal and special reporting requirements, in accordance with internal policies.

The successful candidate will bring an in-depth knowledge of financial planning and management principles and practices; generally accepted accounting and auditing principles and standards; contract administration and management; and computer software applications including spreadsheet, databases and integrated financial systems. In order to meet the challenges in this dynamic environment you will also bring strong analytical, interpersonal, communication and organizational skills.

Typically, a candidate who qualifies for this position will have:

- A post-secondary degree or diploma in administration or commerce;
- Several years of related work experience in financial management and accounting within a business services environment;
- Completed or working towards a CPA designation or equivalent combination of education and experience;
- Experience with computerized accounting systems (preferred experience in Sage);
- Proficiency in the use of a variety of software applications.

You will have knowledge of:

- Financial planning and management principles and practices including Generally Accepted Accounting and Auditing Principles and standards;
- Accounts receivable, accounts payable and general ledger management;
- Budget development, variance analysis and forecasting of financial results;
- Payroll administration and management.

You will be detail-oriented, to ensure accurate financial information is provided to clients and have demonstrated your abilities in the following areas:

Financial Reporting

- Lead/supervise the accounts receivable and accounts payable functions
- Prepare monthly financial statements and assist with variance analysis
- Prepare monthly journal entries and account reconciliations
- Prepare tax remittances (GST and PST)
- Assist with the preparation of year end files to ensure compliance to GAAP and TSASK policies



- Identify financial management problems and help to develop and implement solutions in accordance with TSASK policies and GAAP

Budgeting and Forecasting

- Assist with the preparing an annual budget
- Assist with quarterly budget reporting and variance analysis
- Assist with the preparing quarterly forecasting and variance analysis

Those interested in this opportunity should send a cover letter and resumé before **5:00pm Friday, September 25, 2020** to:

hr@tsask.ca

We thank you in advance for your interest in this opportunity and those being considered will be contacted shortly. If you are not contacted, please watch for further opportunities on our website.