



Job Posting

Financial Analyst
Contract, Full-Time (November 2022-July 2024)
Salary Range: \$75,020 - \$84,393
35 Hours/Week
Finance Department

The County of Grey is currently recruiting for a temporary, full time Financial Analyst in our Finance Department.

Join us and help make a difference! At Grey County we work together to deliver essential public services that meet the needs of our communities. Grey County isn't just a great place to work; it's a great place to live. Grey County offers beauty you can't get in the city along with a lifestyle that is more relaxed and family oriented – we are a family of distinct and proud communities that showcase natural beauty, opportunity, and a peaceful rural lifestyle.

Position Overview

- The Financial Analyst is a senior position responsible for compiling, reviewing, analyzing, and reporting financial data for internal and external requirements. This includes regular preparation, review and analysis of financial reports, assistance with preparation of year end working papers and financial statements as well as ad hoc analysis and report preparation to assist departments in making key business decisions. Assist in the preparation, reconciliation, review and analysis of the annual operating and capital budgets.
- Works collaboratively as a member of the Finance department and the Budgets and Accounting team and is also responsible for completing reconciliations, journal entries, budget transfers and other duties as required.
- Supports departments with the ongoing monitoring of actual financial results against budget, development of variance explanations and drafting of relevant department information for consolidated financial reporting to council
- Maintains regular communication with staff and senior managers related to accounting and finance functions, status of projects and financial positions
- Responsible for keeping the Director of Finance and the Deputy Treasurer/Manager of Accounting and Budgets informed of the financial positions of assigned departments

Required Knowledge, Skills and Experience

- University degree (or suitable equivalent) in Finance, Commerce, Economics, or a related field with focus on accounting
- Chartered Professional Accountants (CPA) Designation in good standing.
- A minimum of two years in a related position is required
- Municipal administration training or an acceptable equivalent of formal education and practical experience that can be applied to this position. Two (2) years of directly related municipal experience is preferred.
- Strong knowledge of legislation and policies that affect municipal finance, accounting and reporting with current emphasis on the pace and uncertainty of changes in this area. Strong knowledge of County operations, including requirements for security and confidentiality of certain data.

- Strong knowledge of the Public Sector Accounting Board Section 3150 and Ontario Regulation 588/17 as it relates to Tangible Capital Assets and the County of Grey's Tangible Capital Asset policies.
- Knowledge of accounting and economic principles and practices including strategic and financial planning, budget variance analysis.
- Knowledge of municipal funding sources, such as Provincial and Federal funding, Development Charges, Federal Gas Tax and provincial/municipal statutes and regulations.
- Organizational and communication skills with the ability to communicate financial, accounting and computer related information in ways that may be understood by all. Written and verbal communication skills to effectively prepare and present financial reports to staff and members of Council.
- Demonstrated analytical skills, care, and accuracy
- Advanced working knowledge of computerized systems; proficiency in MS Office (Word, Outlook, Excel, and Power Point).
- Knowledge of Great Plains accounting software would be considered an asset
- Understanding of Building Condition Assessments, Reserve Fund Schedules, and Lifecycle Cost Analysis.

Information for Interested Candidates

A detailed job description and instructions on how to apply are available on the County's website, www.grey.ca/careers

NOTE: Proof of COVID-19 full immunization or proof of valid medical exemption is a requirement of employment at Grey County.

Candidates for the above position are invited to submit resumes prior to the submission deadline:
Wednesday, October 5, 2022 at 4:30 p.m.

We would like to take this opportunity to thank all applicants. Only those to be interviewed will be contacted.

The County of Grey is an equal opportunity employer. Accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance

Any personal information submitted will be managed in accordance with the requirements of the Municipal Freedom of Information and Protection of Privacy Act, and will be used only to determine eligibility for employment.

Based on the nature of the position, pre-employment screening may be required including but not limited to; Criminal Record Searches, Financial Credit Inquiries; Educational and Credential Verification; Driver's Abstracts; Drug/Alcohol Testing; Pre-Medical Testing and Investigative Employment References.