



JOB POSTING

Corporate Finance Manager

SUMMARY:

To provide leadership to and management of the Treasury and Accounts Sections to: Enable the provision of business focused strategic financial advice and corporate financial reporting that assists the deployment of financial resources in the most effective way to achieve the objectives of the service.

MAIN RESPONSIBILITIES:

1. Responsible for the overall management and performance of the Treasury and Accounts.
2. Ensuring the efficiency, effectiveness, integrity and business focus of financial systems and processes.
3. Provide strategic financial and business planning advice.
4. Develop and present corporate financial reports.
5. Investigating and advising on highly complex issues.
6. Ensuring all statutory accounts and returns are accurate and meet set timescales, legal requirements, interpreting these where necessary.
7. Maintaining standards of professional practice.
8. Contributing to the overall management of the Corporate Finance Department.
9. General Accounting duties, accounts payable, receivable, ect.
10. Other duties as deemed necessary.

MINIMUM REQUIREMENTS:

1. Bachelor's degree with an accounting major, a combination of experience and education will be considered.
2. Minimum of 3 years' experience in a Senior accounting role.
3. Strong knowledge of Generally Accepted Accounting Principles and accounting procedures involving procurement and budget management
4. Development of staff, including mentoring and training.
5. Advanced theoretical and practical knowledge.
6. Possession of a customer focus.
7. High level presentation skills.
8. Communication of financial information to non-financial staff.
9. Evidence of continual professional development.
10. High level presentation skills.
11. Annual budget setting process.
12. Annual Accounts preparation process

Shortlisted applicants may be required to undergo a criminal record check.

Direct resume including evidence of appropriate qualifications by **April 20, 2018:**

Glen Pratt

CEO, George Gordon Developments Ltd.

Box 248, Punnichy SK SOA 3C0

Tel: (306) 949-4238 Fax: (306) 949-4249

Email resumes to: glenpratt@ggdevelopments.com

All qualified candidates are encouraged to apply; however, George Gordon First Nation members will be given priority. Only those considered for interview will be contacted and we thank all applicants for considering GGDL for employment.