

DEPARTMENT:	Finance	STATUS:	Full Time
NO. OF POSITIONS:	One	UNION:	CUPE, Local 387
HOURS OF WORK:	35 hours per week	SALARY:	\$72,136 - \$85,267 annually + comprehensive benefits package

This position involves financial analysis and advisory work in assisting client departments in administering their financial planning and budget activities. You will be responsible for providing technical advice on specific business and financial issues and ensuring compliance with corporate and financial policies, procedures and legislation. Your additional responsibilities include analyzing, summarizing and preparing a wide variety of financial information; monitoring and analyzing accounts and reports, budget variances and assisting in identifying and recommending improvements in financial and business processes.

**If you have the following characteristics and qualifications, we want to hear from you:**

- Completion of an accounting designation with a recognized professional accounting association (CPA) complemented by sound experience in budget analysis and financial control work; or an equivalent combination of training and experience.
- Thorough knowledge of accounting principles and practices, including modern reporting and cost control procedures.
- Knowledge of public sector budgeting principles and practices, including program budgeting concepts and applications would be an asset.
- Solid understanding of municipal utilities would be an asset.
- Experience with JDEdwards, Tempest and Northstar software systems would be an asset.
- Knowledge of the rules, regulations, procedures and by-laws applicable to municipal financial operations would be an asset.
- Sound knowledge of computerized data processing systems and data bases.
- Ability to analyze and interpret various financial, budget, accounting and cost control information and data and to develop logical solutions to problems related to financial and business processes, budget variance and financial reporting.
- Ability to prepare a variety of financial reports related to the work performed.
- Ability to assist in developing, organizing, maintaining and improving a comprehensive budget and cost control program.
- Ability to deal tactfully with all levels of staff and to establish and maintain effective working relationships with others, and to provide exceptional customer service.
- Ability to communicate effectively, orally and in writing.
- Ability to work with minimal supervision.

Apply by sending your **cover letter and resume in one document** quoting the competition number, by December 17, 2021 to the Human Resources Department, City of New Westminster, 511 Royal Avenue, New Westminster, BC, V3L 1H9, e-mail to [hr@newwestcity.ca](mailto:hr@newwestcity.ca) using the following format in the subject line: **LAST NAME First Name #21-154**

*To support a workforce that reflects the diversity of our community; women, Indigenous Peoples, racialized individuals, persons of diverse sexual orientation, gender identity or expression (LGBTQ2S+), persons with disabilities, and others who may contribute to diversity of our workforce, are encouraged to express their interest.*

*New Westminster is on the unceded and unsurrendered land of the Halq'eméylem-speaking peoples. It is acknowledged by the City that colonialism has made invisible their histories and connections to the land. We are learning and building relationships with the people whose lands we are on.*