

Financial Analyst

Saskatoon Public Library

Posting Number:	24-96 P
Status:	Permanent, Full-time
Location:	Frances Morrison Central Library
Hours of Work:	36.25 hours per week
Salary Range:	\$85,388.88 - \$100,334.40
Closing Date:	Position will be posted until filled

Position Overview

Reporting to the Senior Manager, Finance, this position will support the operating and capital budget preparation and the operating variance reporting processes. This position will set up processes to guide and prepare various general ledger account reconciliations, scheduling consistency, and perform a salary analysis.

The Financial Analyst will conduct confidential analysis that will guide recommendations regarding budget matters. This position will have access to highly confidential information relating to Human Resources, Labour Relations, and Finance records; therefore, it is paramount this position is responsible for maintaining security and confidentiality in all aspects of work.

The Financial Analyst is responsible for ensuring compliance with Saskatoon Public Library (SPL) established policies and guidelines. This position performs all their duties while ensuring alignment with the framework of SPL's corporate culture as embodied by the vision, mission, values, goals and objectives outlined in the Strategic Plan.

Qualifications

- Completion of the professional Canadian accounting designation, Chartered Professional Accountant (CPA), or a combination of education and experience may be considered
- Considerable knowledge of Public Sector Accounting Standards (PSAB)
- Three to Five years progressive experience in financial analysis, operating/capital budgeting, system audit/controls and financial reporting.
- Considerable knowledge of budgeting, financial systems, payroll procedures, reconciling methods and analysis techniques.

Criminal Record Check: Yes

Vulnerable Sector Check: No

Educational / Credential Verification: Yes