



EMPLOYMENT OPPORTUNITY

Senior Financial Analyst

Under the supervision of the Chief Financial Officer, the Senior Financial Analyst is responsible for providing independent financial reviews and objective analyses, support and advice to the Kivalliq Inuit Association Senior Managers at Directorate, while monitoring compliance with the Organization’s mandate and vision.

The position is accountable for monitoring, analyzing, and producing independent analytical findings which will be measured against budget to ensure compliance and will also provide supporting information and analysis identifying operational issues while providing recommendations required for financial oversight costs. The Senior Financial Analyst takes an active role working with the office of the Auditor General during the annual financial audit and takes a functional role during fiscal year end with respect to planning, forecasting, and coordinating the budget and financial administration of the organization’s budget in conjunction with the Controller and Chief Financial Officer.

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Key duties and responsibilities

This Senior Financial Analyst provides financial analysis support to the Organization, various contracts, and individual corporate clients. The position recommends changes to reconciliation procedures, monitors internal control systems and procedures to ensure integrity of transactions and requires a comprehensive knowledge of the organization’s budget process for operations, maintenance and capital. The position must ensure all accounting and financial processes are performed under the guidance of the generally accepted accounting principles, the FAA, and other applicable legislations. Through transaction processing oversight, and preparation of reporting, analysis, and reconciliations this position will monitor actual spending vs budget throughout the year and coordinate with appropriate senior management (Department Directors, Chief Operating Officer, Chief Financial Officer) to address any issues identified. The position will also be required to assist by preparing various cost analysis which will be used in the preparation of the annual Capital & Main Estimate budgets. This will include identification and development of various funding and financing options. The Senior Financial Analyst must work on a number of interrelated but separate projects simultaneously in order to ensure deadlines and goals of the department are achieved.

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 Baker Lake

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 Chesterfield Inlet

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 Coral Harbour

Knowledge, skills, and abilities

The Senior Financial Analyst will have knowledge of policy, strategy and financial management processes, legislations, regulations with the ability to interpret each aspect. Strong analytical and interpretation skills required, understanding of strategic financial planning and budgeting, excellent time management and organizational skills, ability to collect and analyze relevant data to make decisions, strong knowledge of financial functions including financial and management accounting, fixed asset accounting, contract management, internal audit procedures and financial information systems.

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 Nauyas

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 Rankin Inlet

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 Whale Cove

Post-Secondary Degree from a recognized University in Financial Management, Accounting or related field with completion of a Canadian-recognized professional designation (CA), (CPA), (CGA), or (CMA). Minimum of three (3) years of financial planning, budgeting, accounting and finance. Ability to speak and write Inuktitut is a definite asset. Clear criminal record check is required. A suitable combination of relevant education and experience may also be considered.

Starting Salary is commensurate with qualifications and experience with an additional \$8,000 Northern allowance and \$16,000 Housing allowance. Kivalliq Inuit Association offers a comprehensive benefits package including an employee pension plan, group insurance and vacation travel assistance. This position is located in Rankin Inlet, NU and Housing is not available.

Beneficiaries of the Nunavut Land Claims Agreement will receive full consideration and priority.

CLOSING DATE IS December 10, 2021 AT 11:59 PM CST

PLEASE SUBMIT YOUR RÉSUMÉ TO DEPARTMENT OF HUMAN RESOURCES

Email: kivia@kivalliginuit.ca | Phone: Toll free 1-800-220-6581 or 867-645-5765