



August 3, 2022

At Durham Children's Aid Society, our vision is building hope and opportunities with children, youth and families. Our mission is to work with families and communities on the safety, stability and wellbeing of children and youth. We are committed to anti-oppressive practice in which we challenge the impacts of power and privilege, eliminate barriers, and are inclusive of the broad range of diversity in our community. We are recruiting as follows:

POSITION AVAILABLE

CURRENT SALARY RANGE

Financial Analyst

\$69,589 to \$87,230

There is a regular full-time Financial Analyst position available at our Oshawa office.

GENERAL DESCRIPTION:

This position will assist the Manager, Finance and Administration in the preparation and completion of all the Society's financial transactions and reporting. This position will provide back up support to all accounting functions, including accounts payable, accounts receivable and cash management.

The Financial Analyst will maintain and supervise the complete financial system up to and including the production of financial statements, ensuring all entries are complete, balanced and properly authorized; review the Chart of Accounts on a regular basis and provides recommendations for appropriate revisions to the Manager, Finance and Administration; provide back up for payroll in absence of the Payroll Officer.

In addition to these tasks, the Financial Analyst will also use their analysis and forecasting skills to create financial models for decision support and identify service gaps and areas for improvement.

MINIMUM QUALIFICATIONS:

Relevant post-secondary education, specializing in finance or accounting. Possess, or working towards, Canadian Certified Professional Accountant ("CPA") designation or equivalent

Two to five years' experience in financial accounting, in related progressively responsible positions, preferably in a social service setting or not-for-profit sector.

Please apply in writing **including a current resume**, to Human Resources, by August 3, 2022 quoting competition CAS #31/22. Direct emails to [applyhere@durhamcas.ca](mailto:applyhere@durhamcas.ca)

*We are committed to a selection process and work environment that is inclusive and barrier free. Accommodation will be provided in accordance with the Ontario Human Rights Code.*

*Durham Children's Aid Society is committed to providing a safe and healthy work environment and to preventing the transmission of COVID 19 infections. All new hires will be required to be fully vaccinated and provide confirmation of the vaccination status as a condition of employment, subject to the duty to accommodate under the Ontario Human Rights Code.*