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FINANCIAL REVIEW OFFICER

JOB DESCRIPTION

Ref. No. : 59438

Position: Financial Review Officer

Location: Ottawa

Salary: \$27 per hour

Job Type: 3 to 6-month contract with a possibility of extension

One of our clients has a great opportunity for an experienced **Financial Officer** to fulfill an exciting contract in the heart of downtown Ottawa. Do not wait, apply today.

Working in the Accounts Payable team, you will:

- Review financial claims on a risk-based approach and identify errors
- Conduct a daily post payment sampling
- Apply judgment and determine the eligibility of expenses based on current policies and guidelines
- Analyze most economical means of travel
- Provide support for Accounting Officers

Requirements:

- Completed university degree from a recognized institution in finance, commerce or business administration or 2 years of post-secondary education in a related field (finance, accounting, commerce or business administration) and 5 years of relevant experience
- Experience in providing financial advisory services
- Experience conducting and/or directing the review of financial transactions
- Experience in applying accounting principles and practices, including financial and/or accounting policies and best practices
- Experience resolving financial problems
- Experience using a financial management system
- Extensive experience using the MS Office Excel software

Competencies:

- Coaching and mentoring skills in order to provide support to Accounting Officers
- Excellent time management skills and ability to multi-task and prioritize work
- Good judgment
- Leadership

- Excellent oral and written communication skills

- Analytical ability

- Ability to handle a demanding and fast-paced work environment
- Willingness to take initiative and can work with minimal supervision
- Bilingualism (not essential – but always an asset)

Please send your resume as a Word document to the following address: ottawa-temp@quantum.ca.

Connecting you + Quantum: With our contacts and your skills, we're a winning combination. Put Quantum on your team and apply today!

If you recommend a friend or colleague, you may be eligible for a referral bonus.

We appreciate all expressed interest in this position, however, only the candidates selected for interview will be contacted.

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Stevenson & White

30-JAN-18

deirdre_cfa@icloud.com

From: Tracey Windsor <Tracey@stevensonandwhite.com>
Sent: Tuesday, January 30, 2018 2:06 PM
To: Deirdre Moore
Subject: RE: #3234 - Question about Senior FP&A Position

Absolutely! No problem at all!

Kind Regards,

Tracey Windsor
Recruiter

Stevenson & White Inc.

Stay up-to-date with Stevenson & White!
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2685 Queensview Drive, Suite 100
Ottawa, Ontario K2B 8K2
Tel. (613) 225-5417 ext. 226
Tollfree. 1-866-255-2228
www.stevensonandwhite.com

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This note is also to notify the recipient of this email that it has been scanned for all known viruses and attacking techniques.

Thank you. www.stevensonandwhite.com

-----Original Message-----

From: Deirdre Moore [mailto:deirdre_cfa@icloud.com]

Sent: January-30-18 1:57 PM

To: Tracey Windsor <Tracey@stevensonandwhite.com>

Subject: Re: #3234 - Question about Senior FP&A Position

Thank you Tracey.

Is it ok if I check in when I see something that might work?

Deirdre

Sent from my iPhone

> On Jan 30, 2018, at 8:49 AM, Tracey Windsor <Tracey@stevensonandwhite.com> wrote:

>

> Good morning Deirdre,

>

> The client is looking for specific experience in their industry. We'll keep you in mind for upcoming positions.

>

> Kind Regards,

>

> Tracey Windsor

> Recruiter

>

> Stevenson & White Inc.

>

>

> _____

>

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Talentcor
Fin. Analyst

deirdre_cfa@icloud.com

From: Indeed Apply <indeedapply@indeed.com>
Sent: Thursday, March 1, 2018 8:56 AM
To: deirdre_cfa@icloud.com
Subject: Indeed Application: Financial Analyst



You submitted an application for:



Financial Analyst
Talentcor - Ottawa, ON

Submitted

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Financial Analyst

Talentcor

48 reviews - Ottawa, ON

Talentcor is seeking a **Financial Analyst (FI-1)** for a 9-month contract, starting immediately until November 30, 2018.

Responsibilities

- Maintain and update tracking spreadsheets for the Central Billing Account
- Follow-up with cardholders, managers and finance to ensure compliance
- Audit of monthly Card statements and Expenses involving multiple systems and investigation of discrepancies
- Consolidate data from multiple systems to a single and complete master listing
- Upload & validate monthly electronic invoicing for the card program in the ERP
- Weekly & Monthly reporting and analysis
- Maintenance of Access Database with quarterly reconciliations to ERP
- Adhoc financial analysis and/or data cleansing as required
- Other duties as assigned.

Skills, Knowledge & Experience

- Work within the following Oracle ERP modules such as (AP, FA, PO, Tax, iProcurement, iExpense)
- Must have experience in financial analysis, reporting and manipulating large volumes of data
- Advanced computer skills particularly with Excel, and the ability to present complex information in a clear and concise form
- Driven individual with strong attention to detail
- Ability to problem solve and think logically
- An understanding of the generally accepted accounting practices and principles
- Knowledge of financial analytical techniques, computerized accounting, auditing and financial reporting and control systems
- Excellent interpersonal and highly developed communication skills (verbal and written)
- Bilingual candidate preferred
- Government of Canada Security Clearance is preferred, otherwise the candidate must submit to NAV CANADA's security clearance process at NAV CANADA's expense.

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sjaiswal@talentcor.com .

Talentcor would like to thank all candidates for their interest in this opportunity. Due to the volume of resumes we receive we may only be able to respond directly to those candidates being selected for an interview.

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deirdre_cfa@icloud.com

From: Indeed Apply <indeedapply@indeed.com>
Sent: Thursday, February 15, 2018 8:46 PM
To: deirdre_cfa@icloud.com
Subject: Indeed Application: Case Cost/Statistical Analyst (Decision Support)



You submitted an application for:



Case Cost/Statistical Analyst (Decision Support)
The Ottawa Hospital - Ottawa, ON

Submitted

Get job updates from **The Ottawa Hospital**.

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More jobs like this

Case Cost/Statistical Analyst (Decision Support)
The Ottawa Hospital - Ottawa, ON

For your records:

Your Message:

"Dear Recruiter,

A seasoned professional, I am currently looking to re-enter the workforce after one year away to take care of family matters. I am highly analytical and, as detailed below, I am also a highly effective communicator. I have superior MS Excel skills and have been developing analytical/reporting tools for over 20 years. My resume is presented in the usual chronological fashion; however, below is a summary of specific areas where I have added value for employers and clients in the past:

- Experience interpreting and applying CIHI Management Information System (MIS) Standards;
- Proficiency in English and French – oral expression (advanced level) and comprehension (advanced level).

How to Apply

If you are passionate about what you do, motivated by improving the health of the community, excited by leading-edge medical technology, and as committed to excellence, quality and patient safety as we are, we would like to hear from you. Please submit an on-line application for the position you are interested in. We thank all those who apply but only those selected for further consideration will be contacted. The Ottawa Hospital is an equal opportunity employer. Upon request, accommodations due to a disability are available throughout the selection process.

Job Types: Full-time, Permanent

Salary: \$65,525.00 to \$77,104.00 /year

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Case Cost/Statistical Analyst (Decision Support)

The Ottawa Hospital - Ottawa, ON
\$65,525 - \$77,104 a year - Full-time, Permanent

Position Information

Under the supervision of the Manager of Case Costing and Statistical Reporting, the analyst will be responsible for the following:

- Support data-driven decision making by clinical and management staff through extracting, analyzing, preparing, presenting and distributing case costing and statistical results to internal operational management (e.g. clinical managers/directors), the senior management team, clinicians, finance department, QBP working groups, and external stakeholders such as the Ministry of Health and the LHIN;
- Support the monthly tasks of processing the financial and patient services in the case costing system, including issue resolution and reconciliation;
- Collaborate with other departments to develop and maintain automated (and/or manual) processes to streamline and improve data quality and data collection;
- Assess and develop strategies to enhance data quality;
- Support various projects such as MOH & CCO case costing investigation, implementation of new data extracts, etc.

Rotation/Shifts

Days, 8 hour shifts.

Basic Requirements

- University degree in financial management, business administration, health information science, a minimum of two years recent related work experience or an equivalent combination of education and experience in the health care environment;
- Experience and ability to perform complex costing and statistical analysis;
- Experience and knowledge of the Microsoft Suite tools (Excel, Access, PowerPoint, etc.);
- Excellent communication and interpretation skills for dealing with hospital management on a daily basis;
- High level of flexibility, organizational skills and a demonstrated ability to analyze and resolve issues;
- Experience with General Ledger reporting tools (Oracle and Hyperion Smartview) for the financial and statistical data;
- Must be able to work independently and in group situations.

Preferred Qualifications

- Knowledge of the OCC (Ontario Case Costing) Standards;
- Knowledge and experience with Crystal reporting;
- Knowledge and use of various data sources regarding the utilization of clinical resources (e.g. CIHI's databases; DAD, NACRS, OMHRS, NRS);
- Current registration and certification with the Canadian College of Health Information Management (CCHIM);
- Active member of the Canadian Health Information Management Association (CHIMA);
- Knowledge of CIHI grouping methodologies (CMG, CACS, SCIPP, and RPG), as well as the Ontario specific methodologies and QBPs;

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deirdre_cfa@icloud.com

From: TOH.HRS@ottawahospital.on.ca
Sent: Thursday, February 8, 2018 5:24 AM
To: deirdre_cfa@icloud.com
Subject: Your online application has been successfully submitted to the Human Resources Department

(Please Note: This message was automatically generated. Please do not respond.)

Dear Deirdre Moore,

Thank you for expressing an interest in the following position(s) submitted on 2018-02-08:

64352-Business Analyst

This email confirms that your application has been received and will be processed accordingly.

To review your information, click the following link.

https://ohwstamcg.ottawahospital.on.ca/psc/HRPRD/EMPLOYEE/HRMS/c/HRS_HRAM.HRS_APP_SCHJOB.B.GBL?Page=HRS_APP_SCHJOB&Action=U&FOCUS=Applicant&SiteId=2&LanguageCd=ENG



Inspired by research. Driven by compassion. Inspiré par la recherche. Guidé par la compassion.

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Job Details

Job Title	Business Analyst	Location	Corporate
Department	Inform Services (Clin/Admin)	Position Number	00099523
Union Group	Non Union	Job ID	64352
Full/Part Time	Full-Time	Number of Vacancies	1
Regular/Temporary	Temporary	Favorite Job	

Position Information

Temporary until October 1, 2019, approximately.

Rotation/Shifts

Days, 8 hour shifts.

Basic Requirements

- Excellent oral and written communication skills.
- University degree and/or college plus equivalent experience in a relevant discipline.
- Solid business background with a minimum of two (2) years work experience in an enterprise business systems environment;
- Financials, Supply Chain, or Service applications business process knowledge.
- Oracle eBusiness configuration knowledge in at least 2 of the following application modules: iProcurement, Purchasing, Accounts Payable, Accounts Receivable, Fixed Assets, General Ledger, Order Management, Inventory and Warehouse Management, Mobile Supply Chain, Enterprise Asset Management, iSupport, Service.
- Ability to facilitate working sessions with large user community and obtain agreed to functional/design requirements;
- Strong change management skills (communications, process change, training preparation and delivery);
- Self-starter to learn complex configurations of large scale business applications package solution and communicate to user community business options while providing downstream implications;
- Prepare presentations and feel comfortable presenting to Business community and stakeholder groups;
- Excellent analytical, problem solving, critical thinking and decision making skills;

Preferred Qualifications

- Financials, Supply Chain and Service business cycle knowledge;
- Hands on exposure to large scale ERP systems, preference Oracle eBusiness Suite;
- Facilitation of working sessions with the user community to develop and resolve business requirements approaches to implementing leading practices;
- Change management knowledge and experience (communications, process change, training preparation and delivery);
- Experience within healthcare would be an asset.
- Proficiency in English and French – oral expression (advanced level) and comprehension (advanced level)

How to Apply

If you are passionate about what you do, motivated by improving the health of the community, excited by leading-edge medical technology, and as committed to excellence, quality and patient safety as we are, we would like to hear from you. Please submit an on-line application for the position you are interested in. We thank all those who apply but only those selected for further consideration will be contacted. The Ottawa Hospital is an equal opportunity employer. Upon request, accommodations due to a disability are available throughout the selection process.

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The Ottawa Hospital

29-JAN-18

deirdre_cfa@icloud.com

From: TOH.HRIS@ottawahospital.on.ca
Sent: January 29, 2018 6:52 AM
To: deirdre_cfa@icloud.com
Subject: Your online application has been successfully submitted to the Human Resources Department

(Please Note: This message was automatically generated. Please do not respond.)

Dear Deirdre Moore,

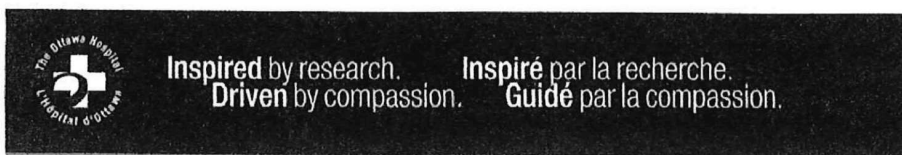
Thank you for expressing an interest in the following position(s) submitted on 2018-01-29:

64224-Finance Business Partner

This email confirms that your application has been received and will be processed accordingly.

To review your information, click the following link.

https://ohwstamcg.ottawahospital.on.ca/psc/HRPRD/EMPLOYEE/HRMS/c/HRS_HRAM.HRS_APP_SCHJOB.GBL?Page=HRS_APP_SCHJOB&Action=U&FOCUS=Applicant&SiteId=2&LanguageCd=ENG



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Job Details

Job Title	Finance Business Partner	Location	Corporate
Department	Financial Planning & Analysis	Position Number	00101167
Union Group	Non-Union Management	Job ID	64224
Full/Part Time	Full-Time	Number of Vacancies	1
Regular/Temporary	Regular	Favorite Job	
Salary Range	39,045 - 45,416 / Hour		

Position Information

One of Canada's largest teaching and research hospitals, The Ottawa Hospital (TOH) is a multi-campus academic health sciences centre serving the 1.2 million residents of Ottawa and Eastern Ontario, in both English and French. Working together with the Ottawa Hospital Research Institute, the University of Ottawa, and other partners, TOH is continually gaining national and international recognition for high quality patient care, teaching and research.

The Finance Business Partner (FBP) is a trusted advisor on all Finance related matters. The FBP provides expert financial analysis and decision support to various clinical programs including integrating and interpreting information for effective, efficient business management. The FBP will work collaboratively with Clinical Vice Presidents, Directors, Managers and Physicians as well as administrative support functions. The FBP works as a strategic financial partner, to ensure that a culture of financial stewardship is maintained throughout the organization. With strong knowledge of client's unique operations and patient populations, the FBP brokers solutions for the client by ensuring that the appropriate Finance Specialist (ie, Procurement, Accounts Payable/Receivable, Accounting & Treasury) are engaged when necessary to provide their expertise and advice to clients as required. Reporting to the Director, Financial Planning & Analysis, the FBP works closely with Senior Leaders within the organization to promote a culture of continuous financial improvement.

The Financial Business Partner is responsible for providing strategic and financial advice to departments to enable sound decision making that supports corporate and business objectives. The role is a key contributor to effective corporate planning, management of financial resources and management of enterprise risks. The role builds and fosters strong trusting relationships with designated chiefs and departmental leadership teams, as well as with Human Resources (HR) and Information Technology (IT) partners and directors within Financial Services. In addition to being a financial management expert, the incumbent possesses an in-depth understanding of the Organization's operations and strategic objectives.

Rotation/Shifts

Days, 8 hour shifts.

Basic Requirements

- Undergraduate degree in Business and/or Accounting;
- Professional Accounting designation (CPA/CA/CMA/CGA) or working towards completion of a Professional Accounting Designation, or a Master's degree in Business Administration;
- Minimum of five (5) to seven (7) years of experience in financial planning and analysis in a large complex environment;
- Keen sense of business operations and how this links back to financial objectives;
- Proficient with spreadsheets and reporting tools;
- Strong interpersonal and influencing skills;
- Excellent problem solving skills;
- Sound judgment and initiative;
- Exceptional client service skills and experience providing strategic Finance advisory services to senior level clients;
- Ability to advise and communicate effectively both orally and in writing with a variety of stakeholders including all levels of management, employees, union representatives, and other specialists within Finance.

Preferred Qualifications

- Master's degree.

How to Apply

If you are passionate about what you do, motivated by improving the health of the community, excited by leading-edge medical technology, and as committed to excellence, quality and patient safety as we are, we would like to hear from you. Please submit an on-line application for the position you are interested in. We thank all those who apply but only those selected for further consideration will be contacted.

The Ottawa Hospital is an equal opportunity employer. Upon request, accommodations due to a disability are available throughout the selection process.

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deirdre_cfa@icloud.com

From: Indeed Apply <indeedapply@indeed.com>
Sent: Friday, February 9, 2018 6:02 PM
To: deirdre_cfa@icloud.com
Subject: Update: Tiree Consulting Viewed Your Application

indeed



Here's an update on your recent application:
Your application for **Financial Analyst** at **Tiree Consulting** was
viewed by the employer.

Ready to apply to more jobs? Sign in to manage all of your
applications in one place.

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Telesat
09-FEB-18

deirdre_cfa@icloud.com

From: no-reply-jobs@RecruitingSite.com
Sent: Friday, February 9, 2018 12:12 PM
To: deirdre_cfa@icloud.com
Subject: Recruiter Message : 17910606

Application to Telesat Canada

Job Title: Senior Business Planning Analyst
Job Number: CAAR791043

Thank you for your interest in Telesat. This message confirms the receipt of your recent application. Please be advised that only candidates selected for an interview will be contacted.

Human Resources Team

Telesat

Careers

Current Job Opportunities

Senior Business Planning Analyst - Ottawa, Ontario

Telesat has an opening for a **Senior Business Planning Analyst** to join our Business Planning and Analysis team.

The Senior Business Planning Analyst is responsible for the development of pricing for customer solutions in support of product management and North America Sales customers and new opportunities.

MAIN RESPONSIBILITIES

- Develops pricing solutions for complex contracts and RFPs which requires the development and analysis of pricing models; the analysis of cost components to determine appropriate methodology for cost recovery; and economic analyses and studies for pricing recommendation.
- Prepares business models in support of new and replacement satellite services and other initiatives.
- Prepares analyses for complex problems which requires in-depth evaluation of data and the development of workable solutions.
- Maintains and develops revenue systems and procedures (i.e. funnel, RPT) by evaluating existing systems, proposing changes and supporting the implementation.

EDUCATION AND EXPERIENCE

- University degree in a relevant discipline such as commerce, accounting, finance, economics and minimum of 7 years of directly related experience. An accounting designation would be beneficial.
- Experience with financial modeling.
- Experience manipulating data within large database systems.
- Strong skills in complex financial mathematics, including the concept of net present value, general accounting principles and corporate taxation.
- Strong analytical and problem-solving skills with demonstrated ability to make recommendations.

- Ability to develop and interpret economic and financial data.
- Experience developing and implementing business plan objectives, strategies and action plans.
- Strong knowledge of marketing concepts and pricing principles.
- Advanced knowledge of Excel including the use of Excel functions for spreadsheet modeling.
- Strong communication skills, both oral and written, including experience dealing with personnel from multi-disciplinary groups.
- Strong business acumen.
- Ability to work well under pressure and with tight deadlines while maintaining strong accuracy.
- Candidate should be a self-starter.

The successful candidate must be able to work in Canada and to obtain CGP (Controlled Goods Program) clearance.

Apply

Telesat Headquarters

1601 Telesat Court
Ottawa, Ontario, Canada, K1B 5P4
tel: 613-748-0123
fax: 613-748-8712

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TRM Tech
Jh. Analyst

deirdre_cfa@icloud.com

From: HumanResources@trm.ca
Sent: Thursday, March 1, 2018 8:40 AM
To: deirdre_cfa@icloud.com
Subject: Application Received for Job #18-00099

Dear Candidate,

This message is to acknowledge receipt of your resume.
We greatly appreciate your interest in the position.
Your resume will be considered for our current and future opportunities.
Thank you.

Please note that this is an automated message, please do not reply to this email.

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Financial Analyst

TRM Technologies Inc. - Ottawa, ON

Full-time, Contract

Role: Financial Analyst

Duration: 9 months (with possibility of extension)

Clearance: Enhanced Preferred

TRM Technologies Inc is currently looking for a Financial Analyst for one of their private sector clients.

Requirements:

1. Work within the following Oracle ERP modules such as (AP, FA, PO, Tax, IProcurement, IExpense)
2. Must have experience in financial analysis, reporting and manipulating large volumes of data.
3. Advanced computer skills particularly with Excel, and the ability to present complex information in a clear and concise form.
4. Driven individual with strong attention to detail.
5. Ability to problem solve and think logically.
6. Understand general accepted accounting practices and principles.
7. Knowledge of financial analytical techniques, computerized accounting, auditing and financial reporting and control systems.
8. Excellent interpersonal and highly developed communication skills (verbal and written)
9. Bilingual candidate preferred.

Please contact Connie at cwang@trm.ca for more details!
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deirdre_cfa@icloud.com

From: helpdesk@njoyn.com on behalf of uOttawa Applicant Tracking System
<help.candidate@njoyn.com>
Sent: Wednesday, February 21, 2018 10:56 AM
To: deirdre_cfa@icloud.com
Subject: Acknowledgement for your application to job posting Financial Officer, J0218-0244 / Confirmation de votre demande d'emploi au poste de Agent financier ou agente financière, J0218-0244.

****ENGLISH FOLLOWS****

Cher(ère) Deirdre Moore

Nous accusons réception de la demande d'emploi que vous avez soumise pour le poste Agent financier ou agente financière, J0218-0244. Nous rassemblons et examinons actuellement toutes les demandes afférentes à ce concours.

Nous communiquerons uniquement avec les candidats retenus pour la prochaine étape de sélection. Si on vous invite à poursuivre les étapes du processus de sélection, veuillez nous aviser de tout besoin nécessitant des mesures d'adaptations particulières. Les renseignements communiqués seront traités avec respect et confidentialité.

Les candidats doivent s'assurer de joindre une copie de leurs diplômes et/ou lettre d'attestation d'études dans leur profil pour que la candidature puisse être considérée.

En vous remerciant de l'intérêt que vous manifestez envers ce poste, nous vous prions d'agréer, Madame, Monsieur, l'expression de nos sentiments les meilleurs.

L'Université d'Ottawa

Note : Veuillez ne pas répondre à ce message. Les réponses sont non distribuables

Dear Deirdre Moore

This will acknowledge receipt of your application for the Financial Officer, J0218-0244. We are in the process of collecting and reviewing all applications for this competition.

We will only contact candidates selected for further consideration. If you are invited to continue the selection process, please notify us of any particular adaptive measures you might require. Any information you send us will be handled respectfully and in complete confidence.

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Job ID: J0218-0244

Financial Officer

Faculty of Law (Common Law) - Administration

Job Type: Regular Full Time
Open Positions: 1
Posting Date: February 15, 2018
Closing Date: February 25, 2018
Union affiliation: SSUO
Job Reports To: Chief Administrative Officer

Job description

Salary (Grade: 08)

Hiring salary range
\$53,909 - \$68,095

Position Purpose

Plan and coordinate the activities related to the financial operations of the sector, including payroll verification and financial transactions in order to provide support and advice to managers and to ensure that the policies and procedures are well understood and properly implemented.

Essential Qualifications

Advanced knowledge of accounting principles normally acquired through postsecondary studies in a related discipline or an equivalent combination of education and work experience;
Minimum 3 years of demonstrated experience in a similar role.

Key competencies required at the University of Ottawa:

Planning: Organize in time a series of actions or events in order to realise an objective or a project. Plan and organize own work and priorities in regular daily activities.

Initiative: Demonstrate creativity and initiative to suggest improvements and encourage positive results. Is proactive and self-starting. Show availability and willingness to go above and beyond whenever it is possible.

Client Service Orientation: Help or serve others to meet their needs. This implies anticipating and identifying the needs of internal and external clients and finding solutions on how to meet them.

Teamwork and Cooperation: Cooperate and work well with other members of the team to reach common goal(s). Accept and give constructive feedback. Able to adjust own behaviour to reach the goals of the team.

Other competencies:

Knowledge of computer systems and software including financial systems, spreadsheets, databases, Internet and e-mail

Experience in interpreting, explaining and applying policies and regulations

Experience in preparing reports

Ability to produce high quality work under pressure while meeting strict deadlines

Strong interpersonal and communication skills

Strong organizational skills

High level of discretion

Bilingualism – French and English (spoken and written)

Note

All qualified candidates are invited to apply; however, preference will be given to Canadian citizens and permanent residents. The University of Ottawa is an equal opportunity employer. We strongly encourage applications from women, Aboriginal peoples, persons with disabilities and members of visible minorities. If you are invited to continue the selection process, please notify us of any