

deirdre_cfa@icloud.com

From: Indeed Apply <indeedapply@indeed.com>
Sent: Thursday, February 8, 2018 2:43 AM
To: deirdre_cfa@icloud.com
Subject: Update: Client in the NCR Viewed Your Application



Here's an update on your recent application:
Your application for **Reporting Officer - STATS/EXCEL/DATA
WIZARD!** at **Client in the NCR** was viewed by the employer.

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deirdre_cfa@icloud.com

From: Indeed Apply <indeedapply@indeed.com>
Sent: Wednesday, February 7, 2018 8:56 AM
To: deirdre_cfa@icloud.com
Subject: Indeed Application: Reporting Officer - STATS/EXCEL/DATA WIZARD!



You submitted an application for:



Reporting Officer - STATS/EXCEL/DATA WIZARD!
Client in the NCR - Ottawa, ON

Submitted

Get job updates from **Client in the NCR.**

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excelHR - Ottawa, ON

Data Entry
excelHR - Ottawa, ON

Bilingual Data Entry Clerk Health Canada
excelHR - Ottawa, ON

For your records:

Your Message:
"Good morning

I have an impressive portfolio of advanced MS Excel reporting/analytical templates and would value an opportunity to discuss this role further

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[deirdre_cfa@icloud.com](#) ~

What

Where

Ottawa, ON

Job Title, Keywords Or Company

City Or Province

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Reporting Officer - STATS/EXCEL/DATA WIZARD!

Client in the NCR - Ottawa, ON
\$50,000 a year

Job Summary

Position - Reporting Officer

Location - Downtown Ottawa (ByWard Market)

Salary - \$50,000/yr

Under the direction of the Project Director, the RO will play a lead role in producing accurate weekly, monthly, quarterly, annual, and ad hoc reports in a timely fashion. The RO will interact and work closely with the corporate IT teams to suggest database enhancements.

Specifically, the RO will be responsible for:

- Gathering data, analyzing statistical results, producing reports, ensuring accuracy QA/QC, reporting anomalies and providing corrections; giving improvement suggestions
- Updating, maintaining and providing reports as required
- Writing business rules, specifications for database updates/enhancements and coordinating the implementation and QA testing prior to the changes being released for production
- Liaising with members and performing on-going validation of the in-house applications and tools at their disposal
- Providing general administrative support services to the Operations Management Team (OMT)
- Updating and maintaining tracking tools i.e. HR requirements
- Coordinating with payroll department, invoicing activities
- Proposing new reporting methods and/or techniques to support Operations Management Team (OMT) - Preparing ad hoc reports

Qualifications:

- Completion of College/University or relevant experience in a field related to the position (Human Resources and/or Call Centre)
- Fluent bilingualism
- 2+ years of experience with the Microsoft Suite and databases

Skills:

- Attention to detail and time management skills
- Great analytical skills
- Flexibility and tactfulness
- Team spirit
- Strong oral communication

Company Info

Follow

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deirdre_cfa@icloud.com

From: deirdre_cfa@icloud.com
Sent: Wednesday, February 7, 2018 7:48 AM
To: 'ksaccomani@theaimgroup.ca'
Subject: Excel Expert
Attachments: Deirdre Moore CV 201802.pdf

Importance: High

Hi Katya.

I would be very interested in learning more about this project and have a very impressive MS Excel portfolio of not merely pivot tables but highly advanced templates using complex formulas.
Please find attached my current c.v.

Thank you.
Deirdre Moore
613-261-3520

AIM

[\(http://www.theaimgroup.ca/\)](http://www.theaimgroup.ca/)

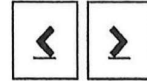
Excel Expert

In by AIM Opportunities / January 31, 2018

Contract

📍 Ottawa, Ontario (<http://maps.google.com/maps?q=Ottawa%2C+Ontario&zoom=14&size=512x512&motype=roadmap&fi-2/>)

📅 Posted 7 days ago



[\(http://www.theaimgroup.ca/\)](http://www.theaimgroup.ca/)

[analyprocurem](#)

[intermediate/](#)

JOB DESCRIPTION:

The candidate hired for this position will work with Excel and Pivot table to analyze a large amount of data.

- Conduct data analysis of financial and regulatory data elements
- Ability to gather, understand and document business requirements for reporting and trending needs
- Support the Leadership Team on Senior Management engagement and critical business needs.
- Determine focus areas for improvement

JOB REQUIREMENTS:

- Bilingual (FR/EN)
- 3+ years' experience with Excel and Pivot table



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Job Application

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Job: Senior Financial Specialists

Title: Senior Financial Specialists | [Apply Now!](#)

Category: [Business Opportunities](#)

Reference Number: 9841

Employment Type: Contract (1 year+)

Location: Ottawa

Job Information:

Senior Financial Specialists are required for a mutli year contract with the Federal Government.

Duties:

- Coordinating financial estimates and business requirements
- Preparing cost benefit analysis and life cycle costing

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- Determining acquisition cost, operation, maintenance and recurring and non-recurring costs
- Evaluating financial management processes and procedures
- Planning and controlling funds and to maximize its value
- Create and modify business cases and financial plans
- Performing risk analysis

Skills/Qualifications:

- University Degree in Finance, Accounting or Commerce
- 20 years performing working in a Finance role
- Accounting Designation preferred

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deirdre_cfa@icloud.com

From: jobsearch@roberthalf.ca
Sent: Thursday, January 18, 2018 8:36 AM
To: deirdre_cfa@icloud.com
Subject: Thank you for submitting your resume to Robert Half Management Resources



Thank you for your interest in Robert Half Management Resources. You have submitted an application for the fo

- [Manager, Administration](#)

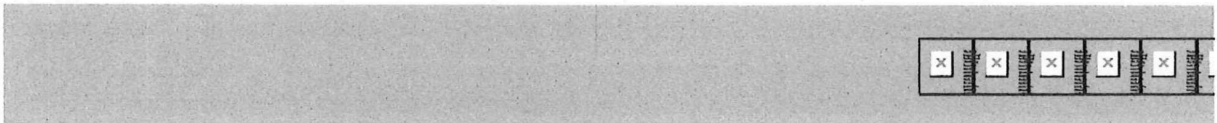
If we feel that your skills, background and career interests match this position, we will contact you with the next our application process.

We look forward to assisting you with your job search!

Robert Half Management Resources

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deirdre_cfa@icloud.com

From: Deirdre Moore <deirdre@cceh.ca>
Sent: April 26, 2017 10:11 AM
To: 'Lynda Schroeder'
Subject: RE: Senior Financial Analyst

Hi Lynda.

Thank you for your e-mail. I am interested in learning more about the role ... especially if the client is interested in a "try-it-before-you-buy-it" short-term contract. I also do know several people who I feel are particularly talented ... though I am not sure whether or not they would be interested moving.

Your offices are on Preston? That's very close to my home office so I would be able to meet at pretty much any time (after this week) unless I have an external meeting.
Please let me know at your convenience.

All the very best.
Deirdre.
613-791-1451

From: Lynda Schroeder [mailto:inmail-hit-reply@linkedin.com]
Sent: Tuesday, April 25, 2017 4:25 PM
To: Deirdre Moore, CFA, BBA <deirdre@cceh.ca>
Subject: Senior Financial Analyst

Dear Deirdre,

I hope all is well. I have located your profile on LinkedIn and was intrigued with your experience. I am currently assisting a client of mine, with the recruitment of their Senior Financial Analyst role. It is based in Ottawa and offers an attractive compensation and benefits package.

Would you be open to discussing this opportunity in more detail with me? Should this not be the right opportunity for you, it would be great for us to connect as you likely have top performers in your network that are ready for a new challenge. Please let me know and I will do my best to accommodate your schedule for a call.

Kind regards,

Lynda Schroeder
lynda.schroeder@sullivansearch.com

 View Lynda's LinkedIn profile

TIP You can respond to Lynda by replying to this email

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This email was intended for Deirdre Moore, CFA, BBA (Financial & Business Reporting - Strategic Planning - Process Improvement). [Learn why we included this.](#)

If you need assistance or have questions, please contact [LinkedIn Customer Service](#).

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deirdre_cfa@icloud.com

From: Deirdre Moore <dmoore@advisorontrack.com>
Sent: May 3, 2017 9:50 AM
To: resumes@QMRstaffing.com
Subject: Performance Measurement
Attachments: Deirdre Moore CV20170503QMR.doc

Good Morning. I would be interested in the above-noted contract.
Thank you for your consideration.
Deirdre Moore
613-791-1451

deirdre_cfa@icloud.com

From: Deirdre Moore <dmoore@advisorontrack.com>
Sent: May 3, 2017 10:12 AM
To: resumes@qmrconsulting.com
Subject: Financial Analysts - FI-02/03

Good morning.
I would be interested in the above-noted opportunity.
Thank you.
Deirdre Moore

deirdre_cfa@icloud.com

From: Deirdre Moore <dmoore@advisorontrack.com>
Sent: May 3, 2017 10:12 AM
To: marie@recruitinginmotion.com
Subject: Pricing Analyst - Business Planning
Attachments: Deirdre Moore CV20170503RIM.doc

Good Morning.
I would be very interested in learning more about this role.

Thank you.
Deirdre Moore
613-791-1451

deirdre_cfa@icloud.com

From: Deirdre Moore <deirdre@cceh.ca>
Sent: May 3, 2017 11:08 AM
To: andrea.hill@rhmr.com
Subject: Senior Financial Analyst - Pembroke
Attachments: Deirdre Moore CV20170503 RHMR.doc

Hi Andrea.

Attached is my current c.v. as requested.

As we discussed, I could consider this opportunity if a flexible work-schedule (full or part-time) would work for your client. I am very used to pulling long hours to meet deadlines from my home office and would be available to work on-site with them 2 days per week (likely staying overnight in Pembroke (at my cost) to avoid the commute the following day). I would also make myself available to personally attend important meetings when required.

If it's the development of new internal financial reporting processes that they're looking for ... I can pretty much do that in my sleep.

It is also important to me who this client is.

Please let me know if you require any other information.

Thanks so much.

Deirdre