

deirdre_cfa@icloud.com

From: Canada Post Recruitment Team <system@successfactors.com>
Sent: April 4, 2018 6:37 PM
To: Deirdre Moore
Subject: Your Application For the Position Officer, Accounting Control And Reporting

Dear Deirdre,

Thank you for your application for the role of Officer, Accounting Control And Reporting (1211). We will be reviewing your application and will be in touch very soon.

Thank you for your interest in Canada Post.

Regards,

Canada Post Recruitment Team
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Job Title: Officer, Accounting Control And Reporting

Location: Ottawa, ON, CA

Other Location(s):

Employment Type: Full-Time

Language Requirements: Bilingual Imperative (BBBB)

Job ID: 1211

Job Details:

Job Requisition Id: 1211

Business Function: Finance

Working Hours:37.5

Primary City: Ottawa

Province: Ontario (CA-ON)

Employment Type: Full-Time

Employment Status: Permanent

Language Requirement: Bilingual Imperative (BBBB)

Employee Class and Level: UPCEA06

Number of Vacancies 1

Job Closing Date (dd/mm/yyyy):29/04/2018

Discover your future

Broad horizons

There's much more to a fun and exciting work life at Canada Post than a good job with a great company. We'll help you achieve your full potential. You'll find opportunities to develop and expand your career, chances to try out new jobs in different areas of the company, or even a complete change of career path.

Job Description

Canada Post is committed to providing innovative physical and electronic delivery solutions that create value for our customers, employees and all Canadians. The Officer, Accounting Control and Reporting is responsible for ensuring appropriate accounting control processes and activities are in place and consistently applied for retail sales accounting, various types of general ledger (GL) accounts and the retail sales program.

Job Responsibilities

Below are the main job requirements and responsibilities for the Officer, Accounting Control and Reporting.

- Analyzes and recommends enhancements to maintain complete and accurate information and compliance with accounting standards, statutory requirements and corporate accounting policies, in keeping with corporate management information requirements
- Documents, maintains, monitors, and communicates retail sales accounting control processes and procedures, ensuring proper hand-off of new control processes to the Retail Sales Accounting team
- Prepares and analyzes the monthly accounting oversight report of all retail sales accounting GL account balances ensuring that variances and monthly imbalance explanations are appropriately documented. Prepares monthly accrual of deferred meter revenue and ensures assumptions are appropriately documented
- Monitors and reports on all outstanding financial imbalances/issues on a monthly basis. Prepares trend analyses, conducts root cause analyses and recommends solutions for recurring financial issues
- Analyzes and monitors all financial issues, ensures appropriate resolutions are implemented and that they are accurately reflected in period-end and year-end reports
- Compiles and submits statutory filings for Canada Post ensuring compliance with related legislation

- Researches, interprets and communicates corporate accounting principles and procedures that impact retail sales accounting controls and processes
- Compiles required documentation and ensures completeness and appropriateness of information provided in response to occasional requests from external auditors and Internal Control over Financial Reporting (ICFR) process for assigned GL accounts

Qualifications

Education

- College Diploma or University Degree in Business Administration, and/ or Commerce, and/ or Finance, and / or Accounting or a related field
- CPA, CMA or CPA, CGA or CPA, CA designation (s) or in the process of obtaining is considered, an asset

Experience

- Minimum 3 years of experience in accounting and/or financial analysis
- Minimum 1 year of experience in general ledger account reconciliations and cash accounting
- Knowledge of Microsoft Excel - Intermediate level required
- Knowledge of Microsoft Access - Intermediate level required
- Work experience in accounting controls, an asset
- Work experience in SAP, an asset
- Bilingual in English and French at an intermediate level (BBBB)

Other Information

- One permanent bilingual position
- An eligibility list will be established following the competition for a twelve (12) month period.

Employment Equity

Canada Post is committed to employment equity and encourages applications from women, Aboriginal people, persons with disabilities and visible minorities.

Conflict of Interest

The Conflict of Interest Policy prohibits employees from hiring, supervising or reporting to, directly or indirectly via the reporting hierarchy, their immediate family or close personal relations. Should you feel that you may be in an actual or potential Conflict of Interest in regard to this job opportunity, you must communicate with the designated Human Resources representative.

Accommodation

If you are contacted by Canada Post regarding a job opportunity or testing, please advise if you require accommodation.

Important Message

Your application must clearly demonstrate how you meet the requirements as Canada Post cannot make assumptions about your education and experience. We thank all those who apply. Only those selected for further consideration will be contacted.

Leadership Behaviours

Decision Making – A champion of the organization who takes calculated risks and makes prudent, common sense decisions about current issues, future opportunities and resource requirements in a timely, well thought out manner, that aligns with the corporation's best interests.

Accountability – An individual who strives for performance excellence and who holds him/herself and direct reports accountable for decisions and actions and for learning from mistakes when intended results are not achieved.

Business Orientation – A proactive individual who understands the competitive nature of the business, and is committed to sustaining the business through excellent customer service and new business opportunities.

Execution – A focused and self-motivated individual who acts with a sense of urgency and delivers on time and within budget, by dealing effectively with challenges and ambiguous situations.

Leading People – A compelling communicator and leader who engages, motivates and inspires others to achieve results and who encourages personal growth and finding better ways of doing things.

Our Values

Canada Post's corporate values reflect the principles, beliefs and aspirations that guide our behaviour and shape our culture.

Transformation – We will innovate and transform to win in the marketplace.

Customer – We serve Canadians with pride and passion.

Integrity – We act responsibly and with integrity.

Respect – We treat each other with fairness and respect.

Safety – We are committed to a safe and healthy environment for all our stakeholders.

Job Segment: Accounting, ERP, Retail Sales, SAP, Finance, Technology, Retail, Bilingual

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Canada 

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deirdre_cfa@icloud.com

From: Canada Post Recruitment Team <system@successfactors.com>
Sent: April 4, 2018 5:54 PM
To: Deirdre Moore
Subject: Your Application For the Position Officer, Corporate Measurement and Analysis

Dear Deirdre,

Thank you for your application for the role of Officer, Corporate Measurement and Analysis (9021). We will be reviewing your application and will be in touch very soon.

Thank you for your interest in Canada Post.

Regards,

Canada Post Recruitment Team
"Canada Post ... Careers that Deliver"




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Job Title: Officer, Corporate Measurement and Analysis

Location: Ottawa, ON, CA

Other Location(s):

Employment Type: Full-Time

Language Requirements: English Essential

Job ID: 9021

Job Details:

Job Requisition Id: 9021

Business Function: Strategy

Primary City: Ottawa

Other Location(s):

Province: Ontario (CA-ON)

Employment Type: Full-Time

Employment Status: Permanent

Language Requirement: English Essential

Employee Class and Level:

Number of Vacancies 1

Job Closing Date (dd/mm/yyyy): 18/04/2018

Job Description

The Officer, Corporate Measurement & Analysis, is accountable for the on-going administration and support of the various measurement programs that produce the Corporate Indices for Employee Engagement and Service Delivery. The Officer manages requests for information from all CPC functions, Senior Management and interest groups; supports the Director and Managers in the on-going development and deployment of the Corporate programs; and provides recommendations based on analysis of Program results and Corporate processes and structures. The Officer is also responsible for ensuring the appropriate Corporate information is distributed in a manner consistent with its sensitivity/confidentiality and contractual obligations. This responsibility is especially critical with regard to personal/confidential information that the Officer will be privy to, while supporting employee satisfaction program.

Job Responsibilities

Below are the main job requirements and responsibilities for the Officer, Corporate Measurement and Analysis.

- Develops, enhances and maintains the annual sample plans for the employee engagement and delivery performance measurements.
- Manages and tracks the distribution of highly sensitive Corporate data, including information about CPC employees, CPC competitors, CPC customers, market place intelligence, Corporate strategic/tactical information and plans, contingency planning (information from CPC's largest customers during periods of labour unrest), and proprietary vendor products/services.
- Supports employee engagement initiatives by interpreting results, advising on various methods of data collection within specific business units, assisting in the collection of information, and facilitating action plan creation; these activities will result in the Officer being privy to highly confidential/personal information provided by employees on the assumption that it will be treated confidentially and that it will be given to the appropriate individual who can effect change with regard to the employees concerns.

- Develops and maintains positive relations with Head Office and Divisional functions by acting as an ongoing resource of information from the Corporate programs; provides support and assistance to ensure proper understanding of the reports and the applicability of the information from the Corporate programs.
- Researches, compiles and reports on existing Corporate data in support of on-going program development. Applies the same research skills to effectively integrate the results from the Corporate programs with existing Corporate information.
- Creates and implements computer programs that allow the analysis and interpretation of relationships between results of the Corporate programs and various sets of Corporate data such as financial information and strategic or tactical information.
- Identifies program complexities, problems and anomalies; initiates corrective action by providing advice, clarification and recommendations.

Job Responsibilities (continued)

- Creates reports, articles and presentations which effectively interpret and explain the results from the Corporate programs.
- Makes presentations of the results and associated analyses to various management and/or functional audiences, at both Head Office and in the Divisions.
- Advises and supports Senior Management, at Head Office and in the Divisions, regarding the interpretation and application of information from the corporate programs.
- Substitutes for the Managers in their absence due to business trips or other types of assignment, thus enabling the function to meet Program and deliverable commitments.

- Represents functional interests with respect to tactical planning, creating processes defining policies, distributing work, committing to deliverables and other activities in support of cross-functional initiatives.
- Regularly manages all aspects of special assignments and projects within the context of the Corporate programs, including defining deliverables, establishing timelines, budgeting, quality checks and presentations/debriefings.
- Keeps up-to-date with the most recent academic and professional research on issues related to quality initiatives and employee engagement and loyalty; develops and maintains a library of topical materials for functional and Corporate reference.

Qualifications

Education

- University or College degree/diploma or equivalent.

Experience

- 1 to 3 years of relevant functional experience
- Excellent problem solving skills
- Proficient in MS office suite (PowerPoint, Word, Excel & Access).
- Advanced level in Microsoft Excel and Access is an asset
- Knowledge of Canada Post Mail Processing and Delivery Operations is an asset
- Lean/ Six Sigma certifications are an asset
- Experience working with suppliers is an asset.
- Excellent verbal and written communications skills.
- Occasional travel may be required.

Other Information

Employment Equity

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Customer – We serve Canadians with pride and passion.

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Safety – We are committed to a safe and healthy environment for all our stakeholders.

Job Segment: Research

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Canada

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deirdre_cfa@icloud.com

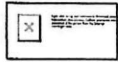
From: LinkedIn <jobs-listings@linkedin.com>
Sent: April 4, 2018 5:25 PM
To: Deirdre Moore, CFA, BBA
Subject: You applied for Revenue Manager at Lord Elgin Hotel



Deirdre Moore, CFA, BBA



Your application is on its way. Good luck!



Revenue Manager
Lord Elgin Hotel

Applied: 2 seconds ago



Here are similar jobs you may be interested in!

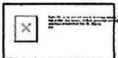


Sales Manager - Temporary (Maternity Leave)

Fairmont Château Laurier

Ottawa, Canada Area

20 days ago



Manager, Finance
Bell

Ottawa, Canada Area

10 days ago





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Costing Analyst

Position ID: J0318-1184

Job Category: Finance

Salary Grade: Grade 10 - \$80,527-\$96,632 per annum with eligibility for performance pay

Job Type / Duration: Permanent, Full-time

Language Requirements: Bilingual imperative: BBB/BBB

Job Location: 160 Elgin Street, Ottawa, Ontario, Canada

Open to: Persons residing in Canada and Canadian citizens residing abroad

Closing Date: April 16, 2018

Special posting considerations

Intent of Process:

The intent of this process is to staff one indeterminate position. In addition, a pool of pre-qualified qualified candidates may be established to staff future similar positions within CIHR with various tenures (assignment, specified period or indeterminate), various security clearance levels and bilingual linguistic profiles.

Applicant must provide a cover letter that clearly expresses the basis of their professional and personal interest in this position. The letter should also provide concrete and detailed examples that clearly demonstrate how the education and experience criteria listed under the Essential Qualifications, as well as the Asset Qualifications, are met. An effective approach would be to use the wording of each education and experience criterion listed as a header and write one or two paragraphs demonstrating how the qualifications are met. Failure to provide a cover letter and CV may result in the withdrawal of the application from this process.

Job Summary

The purpose of this role is to develop, implement and maintain a costing management framework, including models, processes and practices for the Canadian Institutes of Health Research (CIHR). This role will be integrated within the Financial Planning and Advisory Services Unit and lead the Center of Excellence by providing leadership, best practices, research, support and/or training in cost management.

The framework will be used to determine the allocation of operating costs and provide accurate and relevant cost information on CIHR's current and future processes and activities. The framework will also be used to provide strategic advice and inform decision-making in the area of accurate and relevant cost information, the efficiency of CIHR's processes, operating cost management issues, and financial opportunities and risks.

The incumbent will report to the Manager, Financial Planning and Advisory Services.

Essential Qualifications

Education:

Graduation with a degree from a recognized university with a specialization in business administration, accounting, finance, commerce, economics OR possession of a recognized professional accounting designation (i.e. Chartered Professional Accountant, CPA).

Experience:

Significant* and recent** experience in:

- Developing, implementing and maintaining cost management framework, including cost management strategies, tools, models, processes, and reporting mechanisms for costing programs, processes and activities.
- Compiling and analyzing costing information.
- Providing expert advice and strategies on the allocation of operating costs.

*"Significant" experience refers to the depth and breadth of experience and is defined as a combination of time spent doing the activity, as well as the type (range, scope, and complexity) of work handled related to the experience criteria. Such experience is normally acquired when having performed the duties over a period of five (5) years.

**"Recent" experience is defined as experience normally gained within the last five (5) years.

Knowledge:

- Knowledge of the theories, principles, methods, techniques and practices of such fields as cost-benefit analysis, cost accounting, to develop and implement cost management strategies, tools, processes within internal information systems.

- Knowledge of Government of Canada accounting and costing strategies, emerging trends, practices, principles and financial policies, guidelines, directives, standards and procedures to develop and implement the cost management framework and to provide professional financial interpretations, analyses and advisory services.
- Knowledge of the techniques and practices in collaboration with internal and external stakeholders to achieve a common objective.
- Knowledge of analytical techniques to investigate, collect and review information required to develop an implementation plans, appropriate reports and recommendations.

Competencies:

- Communication (Oral and Written)
- Working with Others (Collaborating and Relationship Management)
- Planning and Organizing
- Critical Thinking
- Initiative

Asset Qualifications

Knowledge:

Knowledge of CIHR's mandate and structure and of financial services mandates and the roles/authorities of Central Agencies.

Experience:

- Experience in developing and delivering cost management training programs and sessions.
- Experience in discussions and negotiations and playing a leadership role in influencing cost management approaches.
- Establishing and maintaining networks with central agencies, other government departments and stakeholders with regards to costing methodologies best practices.

Important Notes

1. Applications must be received through the Applicant Tracking System (ATS) – competition process number: J0318-1184. Please be sure to label your cover letter and CV according to this competition process number.
2. We would like to thank all candidates who apply. Only those selected for an exam/interview will be contacted.
3. An interview will be held. A written examination may be administered.
4. CIHR is committed to the values and principles of employment equity. If contacted in relation to a job

opportunity or testing, please inform us of accommodations (i.e., an alternative method of assessment, a technical aid, accessibility requirements, etc.) required at any stage of the assessment process, so that we can take the appropriate measures to facilitate your full participation.

5. The position to be staffed is bilingual imperative BBB/BBB. However, bilingual non-imperative BBB/BBB appointments may be considered if we are unable to staff the position with a qualified candidate who meets the BBB/BBB language proficiency.

6. From amongst those candidates that meet the essential criteria of education and experience; CIHR may select a certain number of candidates that most closely meet the position requirements to participate in the next selection phase.

7. Candidates must agree to relocate to the National Capital Region. Interview and relocation expenses may be reimbursed.

8. Preference will be given to Canadian citizens. Candidates with foreign credentials must provide proof of Canadian equivalency. Consult the Canadian Information Centre for International Credentials for further information at <http://www.cicic.ca/>

9. CIHR is a federal agency (Separate Employer) and does not fall under the Public Service Employment Act.

CIHR

The Canadian Institutes of Health Research (CIHR) is the Government of Canada's health research investment agency. CIHR's mission is to create new scientific knowledge and to enable its translation into improved health, more effective health services and products, and a strengthened health care system for Canadians. Composed of 13 Institutes, CIHR provides leadership and support to more than 13,000 health researchers and trainees across Canada.

Deirdre Moore

Re: refusing to look for work

From:

Deirdre Moore <dmoore@advisorontrack.com>

Friday, March 4, 2016 9:23 AM

Tania Pompilio

Subject:

Re: Support question

Thank you Tania.

That makes interviewing for a full-time junior role a little easier to swallow.

Sent from my iPhone

> On Mar 3, 2016, at 8:15 PM, Tania Pompilio <tpompilio@vavlawyers.com> wrote:
>
> It would be \$1,794 in child support and approximately \$2,500 in spousal support per month....
>
> The child support is tax free but you will have to declare the spousal support as taxable income.
>
> Tania Pompilio
> VICTOR AGES VALLANCE LLP
> Barristers & Solicitors
> 112 Lisgar Street
> Ottawa, ON K2P 0C2
> Tel: (613) 238-1333 ext. 239
> Fax: (613) 238-8949 Email: tpompilio@vavlawyers.com

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> -----Original Message-----

> From: Deirdre Moore [mailto:dmoore@advisorontrack.com]
> Sent: March-03-16 3:34 PM
> To: Tania Pompilio <tpompilio@vavlawyers.com>
> Subject: Support question

> Hi Tania.

> I didn't get the job at the College and am now interviewing for a very junior role in an attempt to get re-established.

> If John is earning \$200k and I am earning \$45k, what level of support would I be entitled to?

> Thank you.

> Deirdre

> Sent from my iPhone

deirdre_cfa@icloud.com

From: notify@dayforce.com
Sent: April 6, 2018 3:18 PM
To: deirdre_cfa@icloud.com
Subject: Financial Analyst (Job Req #2018-15) Application Update

Dear Deirdre,

Thank you for your interest in working with us.

After a review of your qualifications, we find that we are unable to pursue your application for the Financial Analyst (Job Req #2018-15) position further at this time.

Please continue to monitor our career page for opportunities that interest you.

Regards,

Ross Video Recruiting Team

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deirdre_cfa@icloud.com

From: no-reply@hiredesk.net
Sent: April 7, 2018 1:25 PM
To: deirdre_cfa@icloud.com
Subject: Thank You For Your Application to Mental Health Commission of Canada

Dear Deirdre,

Thank you for taking the time to apply for the Operations and Finance Administrator job opening.

Due to the volume of applications received, only applicants being actively considered for this job opening will be contacted for further discussions.

We encourage you to visit our web site <http://www.mentalhealthcommission.ca> regularly for new openings and to keep your information up to date.

Thank you for your interest in this opportunity.

Regards,

The HR Team at Mental Health Commission of Canada



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

Job Posting

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Job Details

Job Title	Scheduling Analyst	Location	Corporate
Department	Employee Scheduling Services	Position Number	00103080
Union Group	Non-Union Management	Job ID	64687
Full/Part Time	Full-Time	Number of Vacancies	1
Regular/Temporary	Regular	Favorite Job	
Salary Range	65,525.85 - 77,104.95 / Annual		

Job Posting Information

REVISED Job Posting

Rotation/Shifts

Days: 8 hour shifts

* For information purposes only - The Hospital reserves the right to change.

Basic Requirements

- Four-year Undergraduate Degree in Business, Analytics, Human Resources, or related field;
- Three to five years' experience in workforce planning and analysis (preferably in a healthcare environment);
- Demonstrated experience with quality improvement initiatives;
- Experience in data collection, analysis, and writing reports;
- Experience working with multiple management levels;
- Strong experience with Outlook, Microsoft Suite, and PowerPoint;
- Demonstrated knowledge of Human Resource Information systems;
- Knowledge of budget and financial reports;
- Knowledge of current and future trends in healthcare workforce planning;
- Knowledge of TOH Collective Agreements, TOH Policies, and the Employment Standards Act;
- Excellent coordinating and project management skills;
- Excellent oral and written communication and presentation skills;
- Excellent organizational, planning, and time-management skills, with the ability to balance multiple priorities;
- Strong attention to detail and ability to multi-task;
- Strong analytical, critical-thinking, problem-solving, and interpersonal skills;
- Ability to prioritize, organize, and summarize data from multiple sources;
- Ability to embrace continuous improvement and maintain a client-centric approach;
- Proven ability to work effectively within a team and participate in work-related initiatives, as well as independently with self-direction and initiative.

Preferred Qualifications

- Proficiency in English and French - oral expression (advanced level) and comprehension (advanced level).

How to Apply

Please submit your online application by 11:59 p.m. EST the day the job posting closes. It is mandatory that you provide a thoroughly completed application with all the necessary information to help us determine whether you meet the qualifications as outlined on the job posting. Failure to do so will result in being screened out of the competition. Thank you for your cooperation and assistance.

All TOH staff are accountable for providing quality and safe care to patients. 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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