

## GOVERNMENT OF NUNAVUT EMPLOYMENT OPPORTUNITY

**Title:** Financial Reporting Analyst **Salary range:** \$100, 780 to \$114, 378 per year,

37.5 hours/week

**Department:** Nunavut Housing Northern Allowance: \$16,008.00 per year

Corporation

Community: Iqaluit Union Status: Nunavut Employees Union

Reference Number: 2023-49-NHC-15585 Housing: Subsidized Staff Housing is not Available

Type of Employment: 5-year term Closing date: Open until filled

This employment opportunity is open to all applicants.

The Government of Nunavut was selected as one of Canada's Best Diversity Employers, Top Employers for Young People, and recent graduates in 2023. Nunavut is a dynamic, vibrant territory, committed to becoming an even better place for future generations. As a government, we are strengthening our unique model of governance - one that integrates Inuit societal values, promotes use of the Inuktut language, achieves a representative public service, and collaborates with partners to achieve the promise of Nunavut. Successful applicants will enjoy a competitive salary, medical and dental benefits, a defined benefit pension plan, relocation privileges and opportunities for training and career advancement.

<u>The Nunavut Housing Corporation</u> is an agency of the Government of Nunavut which serves the housing needs of one of the fastest growing and youngest populations in Canada. NHC's mandate is to create, co-ordinate, and administer housing programs to provide fair access to a range of affordable housing options to families and individuals in Nunavut. NHC has recently launched The Nunavut 3000 Strategy, (<a href="www.igluliuqatigiingniq.ca">www.igluliuqatigiingniq.ca</a>) which is a collaboration between the government and its partners to deliver 3,000 new units across the housing continuum by 2030.

Reporting to the Manager, Financial Reporting and Advisory Services, the Financial Reporting Analyst plays a key role in preparing and establishing the integrity of financial statements submissions for the Nunavut Housing Corporation. The incumbent will be responsible for all audit requirements for the Federal Funding Programs in accordance with the established agreements, reporting standards, Financial Administration Act (FAA), Financial Administration Manual (FAM), Planning and Accountability Framework, and Public Sector Accounting Standards (PSAS). They will also provide technical financial accounting and reporting advice, ensure accuracy and completeness of financial reports, provide training and interpretation of legislation.

Key responsibilities of the successful candidate will also include:

- Providing key support and advice to the NHC Finance Team in the annual submission of consolidated financial statements;
- Supporting FMB and Cabinet submissions, business cases and research;
- Collaborating with CHMC finance team in preparing schedules and reports; and
- Providing ongoing review, analysis, and reconciliation of various general ledger accounts.

If you are interested in applying for this job, please email your cover letter and resume to <a href="mailto:NHCCareers@gov.nu.ca">NHCCareers@gov.nu.ca</a>. Please include the reference # in the subject line of your email.

- The Government of Nunavut is committed to creating a representative workforce; therefore, priority will be given to Nunavut Inuit who self-identify as being enrolled under the Nunavut Agreement in accordance with the Priority Hiring Policy.
- Government of Nunavut employees serving a probationary period must obtain and provide written authorization from the deputy head of their employing department. The authorization from the deputy head must accompany your application for your application to be considered.
- Possession of a criminal record may not disqualify candidates from being considered. An assessment of the criminal record will
  be measured against the scope and duties of the position. This is only a requirement for positions that require a satisfactory
  criminal record or vulnerable sector check.
- Applicants may submit their resume in any of the Official Languages of Nunavut.
- Only those candidates selected for an interview will be contacted.
- The onus is on candidates in receipt of foreign post-secondary education credentials to have their foreign credentials assessed through a recognized Canadian education institution. Failure to do so may result in the rejection of their application.

Email: NHCCareers@gov.nu.ca

CONTACT: Nunavut Housing Corporation Phone: (613) 292-8115
Government of Nunavut Fax: (867) 979-4194

PO Box 1000, Station 1400 Iqaluit, Nunavut X0A 0H0

https://www.nunavuthousing.ca/careers?&lang=en



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The knowledge, skills, and abilities required for this job are usually obtained through an undergraduate degree in commerce, business, or a related field with a minimum of two (2) years progressive experience in financial accounting and reporting including the use of financial management information systems. Current enrolment in CPA program is considered an asset.

Acceptable combinations of education and experience may be considered for this position. We encourage you to apply if you have equivalent years of education and/or experience equal to the education and experience requirements listed above.

The Official Languages of Nunavut are Inuktut, English and French. Applicants may submit their resume in any of the official languages of Nunavut. Fluency in more than one of Nunavut's official languages would be considered an asset. Knowledge of Inuit communities, culture, land, Inuit Qaujimajatuqangit, Inuktut and experience working in a northern cross-cultural environment are also considered assets.

An eligibility list may be created to fill current and future vacancies across Nunavut Housing Corporation in all communities.

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