

The City of Richmond is committed to be the most appealing, livable, well-managed community in Canada, a goal that is only made possible by developing our most valuable asset – *our people*. This is a great opportunity to join our team and shape our community. The City of Richmond offers competitive pay programs, comprehensive benefits and attractive incentives. If you are looking to make a difference, and to share our vision “to be the most appealing, livable, and well-managed community in Canada”, then please apply.

Overview

Lulu Island Energy Company (LIEC) is a leader in developing district energy systems that reduce carbon emissions, while delivering affordable and reliable heating and cooling. LIEC is committed to providing efficient energy services for space heating, cooling and domestic hot water, providing reliable, resilient local energy, and operating and maintaining low carbon energy systems.

Reporting to the Controller, the Assistant Controller’s primary responsibility will be to build, review, update and maintain long-term financial models for the company business, including short and long-term forecasts based on these models, and complete analyses as required. This position will also support the accurate and timely operation of the finance and accounting function by performing a variety of day-to-day and month-end accounting tasks that ensure accurate, timely, relevant and reliable financial information and reporting. This individual will be highly driven with a proven track record of working both independently and in a team environment, in addition to demonstrating strong initiative, communication and organization skills.

Examples of key responsibilities include, but are not limited to:

- Builds, reviews, updates, and maintains long-term financial models; assists with, and prepares short and long-term forecasts based on these models.
- Assists with undertaking financial analysis of new and/or strategic business opportunities for the company.
- Assists with analysis of the financial results, explaining variances in actual results versus budget and prior year and recommendations for corrective actions to influence future results.
- Develops new analysis and KPI’s to enhance the understanding of company performance yielding new insights. Proactively looking for ways to improve financial reporting, and streamlining processes and procedures.
- Assists with the preparation of monthly, quarterly and year-end financial reports; assists with year-end audit.
- Works closely with project managers in preparation of the annual operating and capital budgets, and on tracking of the progress of approved annual capital budget and projects.
- Works closely with project managers and OVDEU/CCDEU project agreement external team on review and reconciliation of quarterly financial reports as per the agreement.
- Coordinates the annual insurance application and renewal.
- Responsible for Purchase Order issuance and approval procedures.
- Responsible for the accounts receivable and accounts payable function, including the customer billing and collection.
- Oversees the implementation and/or upgrade of Finance software systems.
- Other duties as required.

Knowledge, Skills & Abilities:

- Knowledge of generally accepted accounting principles (GAAP), international financial reporting standards (IFRS), public sector accounting (PSAB), generally accepted auditing standards and financial controls.
- Experience and knowledge of aspects of corporate accounting and financial management.
- Experience and knowledge in modelling and simulation, data mining, general data analytics.
- Demonstrated ability to gather and analyze information, anticipate and recognize problems and opportunities create and evaluate alternatives.
- Ability to communicate effectively, write reports and present information as required
- Positive attitude and ability to interact positively with stakeholders, and excel at customer service.
- Strong attention to detail, strong analytical, conceptual thinking, and problem-solving skills.
- Strategic thinker and entrepreneurial
- Able to multi-task and deliver under pressure and tight deadlines.
- Advanced knowledge and proficiency in Microsoft Excel.
- Working knowledge of PeopleSoft Financials, PeopleSoft HCM, Amanda, Tempest, and IPS (or a similar asset management, property management and/or incident tracking management system) is an asset.
- Ability to successfully pass a Police Information Check.

Qualifications and Experience:

A Bachelor’s degree in Accounting or Business Degree, Diploma in Accounting from a recognized educational institution. Preferred professional accounting designation (CPA or equivalent). 3-5 years related experience inclusive of the generally accepted accounting

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The City of Richmond is an inclusive employer committed to employment equity objectives and invites applications from all qualified individuals. We thank all applicants in advance for their interest; however, only those under consideration will be contacted. Should you be contacted and require some form of accommodation during the recruitment process, please let us know and we will endeavour to meet your needs to the best of our ability. If you are unsuccessful, please accept our appreciation for your interest. No telephone inquiries, please.

This position is restricted to those legally entitled to work in Canada.

principles, international financial reporting standards, public sector accounting, generally accepted auditing standards and financial controls. An equivalent combination of education and experience may be considered. Professional accounting designation (CPA or equivalent) preferred (working towards obtaining designation may be considered).

Working Conditions:

Work is performed in an office environment. Overtime and non-standard work hours will be required.

Additional Information:

Employee Group	Exempt
Position Status	Regular Full-time
Pay Band	PF2
Pay Range/Rate	\$85,925 - \$107,406
Openings	1

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