

Finance Manager

Employer:	Algoma University Student's Union		
Posted:	1 months ago	Closing Date:	April 30, 2024
ES Job ID:	15386	Location:	Sault Ste. Marie
Sector(s):	Accounting	Duration:	Full Time
Salary:	55000		

Job Description:

Supervisor: General Manager
Supervision Exercised: Finance Coordinator(s)
Work Location: Hybrid remote in Sault Ste. Marie, ON P6A 2G4

WHO WE ARE:

The Algoma University Students' Union (AUSU) is a not-for-profit organization committed to ensuring that students' university experience is fulfilling and enjoyable. AUSU exists to advocate for students, provide student representation, and provide a variety of services to build a stronger Algoma University community. AUSU is an organization run by students for students and works to ensure that students' voices are recognized.

PRIMARY FUNCTIONS:

- A. Preparation of reports and the collection and analysis of financial data. (30%)
 - B. Establish and implement financial policies, procedures, and investment strategies. (30%)
 - C. Plan, organize, and direct daily reporting and forecasting operations (40%)
- TOTAL 100%

Reporting to the Executive Board of AUSU, the Finance Manager is responsible for managing, controlling, planning, and organizing the processes in both the finance and accounting department of AUSU. We are looking for a reliable Financial Manager that will analyze everyday financial activities and subsequently provide advice and guidance on future financial plans. The goal is to enable the company's leaders to make sound business decisions and meet the company's objectives.

Additionally, you will play a crucial role in developing and implementing financial plans that support the company's growth and profitability. Monitoring financial performance, identifying areas for improvement, and capitalizing on opportunities will be integral parts of your responsibilities.

RESPONSIBILITIES:

- Collecting, interpreting, and reviewing financial information
- Predicting future financial trends
- Reporting to management and stakeholders, and providing advice on how the company and future business decisions might be impacted
- Producing financial reports related to budgets, account payables, account receivables, expenses etc.
- Developing long-term business plans based on these reports
- Reviewing, monitoring, and managing budgets
- Developing strategies that work to minimize financial risk
- Analyzing market trends and competitors
- Maintaining the financial health of the organization.

Required Skills:

- 5+ of experience with accounting, budgeting, auditing, financial planning, and related tasks.
- Experience leading a team, preferably in a financial office environment.
- A bachelor's degree in economics, finance, accounting, business administration, or a related discipline
- Chartered Professional Accountant (CPA) designation is an asset.
- Ability To Travel
- Driver's License

How to Apply:

Please submit a resume and cover letter (combined PDF) to ausu@ausu82.ca