



City of
Prince Albert

EMPLOYMENT OPPORTUNITIES

FINANCE MANAGER **Competition #2014-094**

The City of Prince Albert is located in the broad valley of the North Saskatchewan River near the geographic centre of the province of Saskatchewan where the agricultural prairie of the south and the rich forest belt of the north meet. Prince Albert is a major service centre and regional market area for 115,000+ people in central and northern Saskatchewan. The beauty of the area, access to lakes and parks minutes away, a friendly environment, a prosperous community with a diverse economy and a commitment to growth offers a balanced quality lifestyle. Prince Albert also offers a large number of recreational facilities, excellent schools and post-secondary education institutions.

The City of Prince Albert has an opportunity available for a motivated individual to provide services in our Financial Services department related to reviewing, recording and reporting financial transactions that are generally more complex in nature and fall outside of daily business processes.

Principle Duties and Responsibilities:

- Reviewing and approving routine financial transactions within areas such as Asset Management, Accounts Payable or Accounts Receivable functions.
- Supervision of staff within areas such as Asset Management, Accounts Payable and / or Accounts Receivable.
- Completing reports and surveys for City Administration, other Government Agencies and the public to report specific financial information.
- Working with other Managers to identify and report on the City's capital assets.
- Mentor and guide front-line staff in improving business practices to develop and improve efficiencies within the Department.

Qualifications Include:

- Professional accounting designation (CPA - CA, CGA, or CMA)
- Minimum five years of experience in accounting, auditing, budgeting, financial analysis or other related financial activities.

To explore this opportunity in complete confidence, please email your resume quoting competition #2014-094 by **4:00 p.m. Friday, December 19, 2014** to jobs@citypa.com.



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*The City of Prince Albert is committed to the principles of employment equity.
We thank all applicants, however only candidates interviewed will be contacted.*