



## JOB POSTING - Finance Supervisor

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**DATE:** October 18, 2017  
**JOB TITLE:** Finance Supervisor  
**EMPLOYMENT STATUS:** Permanent Full Time  
**LOCATION:** Clinton or Stratford  
**REPORTS TO:** Manager, Business & Corporate Services  
**CLOSING DATE:** October 25, 2017

### **SUMMARY:**

The Finance Supervisor is responsible for the supervision and development of the Finance staff, including the oversight of the day to day functions in accounts payable, accounts receivable and payroll. Primary responsibilities include monitoring of financial and statistical data for variances, implementing appropriate accounting controls, completing reviews and reconciliation of accounts, completing reports for major stakeholders, assisting with the annual budget preparation and providing support to operational leadership in relation to program specific budgets.

### **QUALIFICATIONS:**

- Degree or Diploma in Accounting or related discipline
- Three to five years related financial experience
- Three to five years experience supervising 3 or more staff
- Advanced proficiency in the use of Microsoft Office, Various financial software

**Application deadline: October 25, 2017 at 4 p.m.**

### **SEND RESUMES TO:**

**EMAIL:** [recruitingservices@onecaresupport.ca](mailto:recruitingservices@onecaresupport.ca)  
**Fax:** 1-519-482-1498

*We thank all applicants. Only those selected for interviews will be contacted.*