



## **Chief Financial Officer**

### **Position Overview:**

An opportunity exists to provide financial leadership for the Pembina Valley Water Cooperative Inc. at Head Office located in Altona, Manitoba. The role is to ensure systems are in place and executed to manage the financial health of the business. This involves interfacing with government, bankers, customers, suppliers and employees.

### **Job Description:**

- Ensure accuracy of financial reporting on a monthly and yearly basis, and do variance analysis
- Lead the development of operational and capital budgets, and provide tracking and forecasting
- Provide analysis of current spending and identification of cost reduction opportunities
- Oversee AR/AP functions and payroll process
- Explore government grant eligibility; grant expense monitoring and reporting
- Ensure required government reporting is completed on a timely manner
- Lead the RFP process to ensure competitive pricing on supplies and services
- Work closely with the Audit Committee on initiatives
- Participate actively in Board of Director and Audit Committee Meetings
- Prepare audit schedules for external auditors
- Be an active member of the Leadership Team and collaborate with team members on business initiatives
- Have fun

### **Qualification:**

- A degree, CA, CPA, or equivalent experience
- Excellent working knowledge of Sage 50 Quantum accounting software and Microsoft software such as Word, Excel and Powerpoint.
- Experience in working effectively with external accountants and auditors
- Prior experience in financial reporting with experience in budgeting, cost analysis and forecasting
- Excellent communication and organizational skills
- Experience as a team player
- A positive and proactive safety attitude

Interested applicants should forward their resume to [greg@pvwc.ca](mailto:greg@pvwc.ca) by October 2nd, 2020 or call 204-324-1931 for more information.

Pembina Valley Water Coop is Manitoba's 3<sup>rd</sup> largest water utility in the province, producing potable water for 14 municipalities in south central Manitoba. Three water plants feed a network of over 9,000 square kilometers.