



**FORENSIC
TECHNOLOGY**

Financial Analyst

Job summary

Reporting to the Manager of Financial Planning and Analysis, the Financial Analyst will be involved in supporting the month-end process to ensure accurate financial results, forecasting, budgeting and ad hoc analysis.

Moreover, the Financial Analyst manages project accounting systems for purposes of cost analysis and must coordinate directly with managers, directors and VPs to determine their requirements.

When required, the Financial Analyst also manages the timely reporting of financial cost information to the organization's management team on a monthly/quarterly/semi-annual/or annual basis.

Roles and responsibilities

- Provide high level support for the preparation of the month-end financial reporting package and supporting schedules.
- Support the Manager of Financial Planning and analysis with the preparation of the annual budgets, quarterly forecast & 5-year Strategic Planning. Create and maintain new and existing financial analytical tools that support the organization's management team.
- Manage (monitor & control) the project accounting system requirements to other departments.
- Create projects within the project accounting system that accurately reflect the project plans as established with the various Project and Departmental Managers.
- Provide support to the Project and Departmental Managers as required when they review cost reports that reveal actual project costs versus budgeted project costs.
- Create Cost Categories in the Systems, and collaborate with the Controller to ensure that the set-up and coding of all cost categories are functionally compliant with the General Ledger format.
- Complete and review the R&D tax credit claim schedule with the Controller and the Chief Technical Officer to ensure compliance and optimization of the R&D Tax Credit Program.
- Contribute ideas and recommendations regarding decision support tools for the monitoring of costs pertaining to the Bureau of Alcohol, Tobacco and Firearms contract.
- Assist the finance team in internal and external audit processes.
- Provide high-level assistance to the Finance Team and the VP Finance on a variety of tasks.

Qualifications and experience

- University degree in Finance/Accounting.
- CPA title is an asset.
- Minimum of 5 years of relevant experience.
- Exceptional attention to detail while maintaining overall understanding of the big picture.
- Strong analytical skills.
- Ability to multi-task in a fast-paced environment.
- Familiarity with the workings of Supply Chain, Product Development, Research, Operations and Customer Support functions within an organization.
- Strong in Excel. Knowledge of SQL report creation is an asset.
- Experience interacting with multiple levels of management; both verbally and in writing; in English and French.
- Knowledge and experience in accounting system Microsoft Dynamics GP is an asset.
- Knowledge and experience of budgeting software Prophix is an asset.
- Specialist knowledge and experience in project management.
- Self-motivated and able to work with limited supervision.

Does this career opportunity interest you? Please send your resume to the following address: CareersMTL@ultra-ft.com. Please specify the Job title in the Subject box of your e-mail. Please note that only candidates selected for an interview will be contacted.

As an employer, we promote equal opportunity and we are committed to promoting fair and equitable representation of women, Aboriginal people, persons with disabilities and visible minorities.

** In this document, terms used to refer to persons are taken in the generic sense; they have both a feminine and a masculine value. **