



FINANCE ASSOCIATE

**Permanent Full-Time (35 hours per week)
(\$24.33 - \$34.55 hourly)**

Guided by our values, Child & Community Resources' vision is to connect and engage in quality experiences every day. We strive to make a meaningful difference to those we support by building relationships, empowering others, promoting wellbeing, and supporting lifelong learning.

The Child & Community Resources' team is growing. We are looking for a result-driven finance professional to join our team in the role of Finance Associate. Your primary responsibilities will be processing accounts payables, reporting and assisting with financial management of the balance sheet and cash flow statement, including budgeting, and forecasting activities. The position will assist with the journal entry and account reconciliation process in addition to Payroll administration. You will also be responsible for the collection, analysis, interpretation, and reporting of qualitative data to support decision making and planning, at both the agency and community level.

You hold a diploma or degree in accounting and have a minimum of three (3) years' related experience working, preferably in the public sector. You have a good understanding of accounting principles and practices, and possess the ability to process information by compiling, coding, categorizing, calculating, and verifying information.

Kindly note: Proof of a Health Canada approved COVID-19 vaccination series is required to be considered for this position.

Please apply in writing, by **November 12, 2024**, to:

Human Resources Department
Child & Community Resources
662 Falconbridge Road, Sudbury, ON P3A 4S4
fax: (705) 525-0068 **e-mail:** careers@ccrconnect.ca

MS Word or PDF only, please. We thank all applicants for their interest; however, only those selected for an interview will be contacted.

Child & Community Resources is committed to providing accessible employment practices that are in compliance with the Accessibility for Ontarians with Disabilities Act (AODA). If you require accommodation for disability during any stage of the recruitment process, please contact the HR department.