

## Financial Advisor (*Halifax*)

(*Two Term Positions*)

(*Program Administration Officer IV*)

Competition #: 165563-CB

The Financial Advisor provides advice and assistance on financial matters related to Department of Health programs and other externally funded agencies. The incumbent monitors forecasts to budget and makes recommendations within the accountability framework when variances occur and makes recommendations to improve the overall financial position of the department. The Financial Advisor also assists in the design and implementation of accountability structures, including systems and procedures to organize and coordinate the collection of financial and statistical information.

A Bachelor's degree in Business (or related discipline) plus six years appropriate accounting experience is required. Applicants with a professional accounting designation (or at the finalist level) are preferred. The successful candidate will have significant experience in cost accounting, financial analysis, preparation/analysis of financial statements, budget/forecast cycle, year-end processes, audit preparation and reconciliation/variance analysis. A high level of proficiency in the use of spreadsheets is essential, as well as strong organizational, analytical, problem solving and effective communication (written & verbal) skills. High standards in accuracy and attention to detail are required along with the ability to work independently and prioritize tasks and issues to meet stringent deadlines. An understanding of GAAP within the public sector and a broad background in healthcare would be considered an asset.

**Salary Range:** \$59,038 - \$69,339

**Closing Date:** *May 22, 2007*

**Note:** *This opportunity is for two bargaining unit term positions for a duration of up to 18 months. These are bargaining unit positions restricted to current civil service employees represented by the Nova Scotia Government Employees Union. Applicants applying for this opportunity must clearly indicate in their covering letter or resume that he/she is currently a Nova Scotia Government Civil Service employee and a member of the NSGEU. Failure to do so means that your application will not be given first consideration and will only be included if external applications are pursued. Your Employee Self-Serve access will allow you to confirm what your employment status is prior to applying for this restricted position. External applications and current casual Nova Scotia Government employees will only be considered if there are no qualified Nova Scotia Government Civil Service NSGEU bargaining unit candidates.*

*More information on these positions is available on the Internet at [www.gov.ns.ca/psc](http://www.gov.ns.ca/psc) or from the Employment Opportunities Bulletin at Access Nova Scotia Centres or Human Resource Centres of Canada. To apply, applicants must submit a resume and cover letter quoting the competition number. Applications can be submitted in one of four ways:*

- 1) *In person* - At Access Nova Scotia Centres or the Department of Health, Human Resources Division, 1690 Hollis Street, Halifax
- 2) *Mail* - Department of Health, Human Resources Division, PO Box 488, Halifax, NS B3J 2R8
- 3) *Fax* - (902) 424-5667
- 4) *E-mail* - HEALTHhr@gov.ns.ca.

*We thank all applicants for their interest, however, only those selected for an interview will be contacted.*

