

Manager of Finance

RPC is a research and technology organization (RTO), with the core mission to harness science and technology in the service of innovation, and to build economic competitiveness. In business since 1962, we serve over 1000 clients annually from our locations in Fredericton, Moncton, and St. George, New Brunswick. RPC offers a challenging work environment and competitive compensation.

This is your opportunity to be part of a vibrant and growing innovation leader. RPC has a permanent, full-time position available for a **Manager of Finance** based at our Fredericton location.

RESPONSIBILITIES:

- Management of the accounting team
- Oversight of business processes including: Purchasing and Payables, Revenue and Receivables, Payroll, etc.
- Review and improve existing processes to ensure maximum efficiency and accuracy of the team
- Champion the implementation of a new accounting system including process development, template preparation, training, change management, etc.
- Assist with relevant reporting, including month end and annual financial statements and associated audit
- Support CFO as required

REQUIREMENTS:

- Post-secondary education in relevant field (Business, Accounting, etc.)
- 3+ years experience in a similar managerial role
- Excellent knowledge of Excel
- A strong problem solving mindset, ability to take ownership of tasks and achieve results with minimal supervision
- Excellent organizational and leadership skills
- Outstanding communication and interpersonal abilities
- Customer service orientation
- Language Skills: English required, French an asset
- Technical knowledge and experience considered to be assets:
 - o Accounting designation
 - o Knowledge of Public Sector Accounting Standards
 - o Experience within government or a crown corporation, knowledge of relevant legislation (i.e. NB Procurement Act)
 - o Experience with process improvement and/or system implementation and training
 - o Experience using Jet Reports in excel
 - o Experience with ADP Workforce Now payroll solution

Salary for this position will be commensurate with qualifications and experience, starting range of approximately \$2,046 to \$2,550 bi-weekly. RPC offers a generous compensation package including pension plan, employee assistance program, and ongoing training and development opportunities.

Please email a covering letter and résumé quoting reference **#MF0318** to careers@rpc.ca on or before **March 16, 2018**.

Review of applications will begin as soon as possible and will proceed until a suitable candidate is identified. Only those applicants chosen for an interview will be contacted.

RPC is committed to the principle of employment equity



SCIENCE & ENGINEERING

www.rpc.ca

