Invites applications for the following position(s):

COMPETITION NUMBER: 057
Administrative and Professional Staff (APSA)
Continuing Position
ASSOCIATE DIRECTOR, FINANCE, GRADE 10
RESIDENCES
POSITION NUMBER: 100807

POSITION OUTLINE:
The Associate Director, Finance manages the annual budget planning process, and internal and external financial reporting for all units within Residence and Housing. The Associate Director works closely with the Director and Associate Directors to provide professional advice, assistance and problem resolution relating to the budget, financial operations, and capital projects. The Associate Director researches, designs, develops and implements the annual budget (approximately $15 million) and long-term financial and capital plans (approximately $250 million); and participates in large department projects involving the analysis of revenue and capital expenditures. The Associate Director provides guidance regarding the financial implications of new ventures, exploring alternative funding methods and costing models; manages and participates in department and university financial database upgrades and interfaces; and conducts operational and business process improvement reviews. Please note: There is an Identified Departmental Candidate.

QUALIFICATIONS:
- Bachelor’s degree in Commerce or Business Administration with a professional accounting designation (e.g., CPA) and five years of related work experience, including the management of complex revenue based budgets, centrally funded budgets, and fixed asset management, or an equivalent combination of education, training, and experience.
- Excellent organizational, quantitative, analytical reasoning, problem-solving and time management skills.
- Excellent budget analysis, planning and fiscal management skills.
- Excellent interpersonal, communication (both oral and written), team management, and customer service skills.
- Ability to analyze business requirements, identify criteria and specifications and troubleshoot issues.
- Ability to interpret and apply policies.
- Ability to maintain strict confidentiality, exercise initiative, diplomacy and discretionary judgment.
- Ability to develop relationships and partnerships and to work collaboratively at all levels and areas within the organization.
- Proficient in the use of standard office applications and enterprise-level financial systems (e.g., MS Office, PeopleSoft, Hyperion Planning).

SALARY RANGE: $68,423 to $81,710 per annum
START DATE: ASAP

A detailed resume and cover letter quoting Competition #057 must be received in our office by 4:30 pm on February 5, 2018, addressed to the attention of Deborah Walker, Human Resources Advisor. Please follow the application instructions at: http://www.sfu.ca/hr/prospective_employees/HowToApply.html.
We thank all applicants for their interest; however, only those selected for interviews will be contacted.

The University is committed to the principle of equity in employment
A more detailed job description may be obtained at www.sfu.ca/jobpostings.