

# CAREER OPPORTUNITY

Req. Number	09-0469
Job Title	Senior Compliance Analyst
# of Posted Positions	1
Employment Status	Permanent Full Time
City	Edmonton – HO Annex
Province/Territory	Alberta
Salary Grade	
Description	<p>Finning (Canada) has an exciting opportunity for a Senior Compliance Analyst to join our team. Reporting to the Compliance Manager, this individual will assist in designing and monitoring the Finning (Canada) control environment which will support the operational effectiveness of the operations as well as ensuring Finning (Canada) is compliant with Multilateral Instrument 52-109 (Bill 109). This role will work independently under general supervision with considerable latitude for initiative and independent judgment.</p> <p><u>Duties to include, but are not limited to:</u></p> <ul style="list-style-type: none"><li>• Identifies and evaluates the organization's risk areas and provides key input into the annual risk assessment and mapping of controls.</li><li>• Provide support (preparation, tracking and analysis) for the quarterly certification of controls that is sent to Business Process Owners and Vice Presidents for the MI 52-109 requirements.</li><li>• Assists the Compliance Manager in the quarterly Compliance Report and CFO Certification Package.</li><li>• Document and regularly update information on business processes (including identification of internal control objectives, risks and controls)</li><li>• Maintaining the listing of controls with business process owners</li><li>• Assist in the development of test plans to evaluate the effectiveness of disclosure and internal controls and procedures</li><li>• Perform testing of the key controls and provide value added and feasible recommendations to the business.</li><li>• Identify gaps, determine their impact on the financial statements, assist in the development of remediation plans and assist in the gap log reporting to senior management.</li><li>• Assist in drafting policies and procedures.</li><li>• Assist in evaluating changes in controls (due to reengineering of processes for a new IT system)</li></ul>

If qualified and interested, please submit your application through the New Applicant Tracking Job Board by the specified closing date. Navigate to the Finning intranet site, click on the **Job Postings** link, and click on the **Search Jobs** link to locate the posting.

If you don't have access to an internet connection, please see your Branch HR Contact. **No verbal applications will be accepted.** If you have any questions regarding this opportunity, please contact Human Resources Recruitment.

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- Assist in evaluating the impact of IFRS on our controls
- Provide training and education to all levels of staff on MI 52-109 requirements for the controls that have been identified.
- Other tasks as assigned

## Qualifications:

- Bachelor's degree from an accredited college or university
- Professional accounting designation with a minimum of 2 years post-qualification experience
- Experience and knowledge of control frameworks (e.g. COSO and COBIT)
- Basic understanding of OSC or SEC requirements for control certification and PCAOB auditing standards around internal controls
- Experience in the area of Audit, risk assessment or business process documentation and analysis
- Expertise and capabilities in planning and project management, maintaining composure under pressure while meeting multiple deadlines
- Proficient computer skills with word processing, spreadsheets, and other business software
- Excellent interpersonal, organization, verbal and written communication skills
- Strong analytical skills
- Team player

## Please Note:

- A recent driver's abstract will be required.
- Ability to travel is required in this role.

Posting Date            09/09/2009  
Closing Date            09/18/2009

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