

Financial Analyst

LloydSadd
INSURANCE BROKERS

NAVACORD

EDMONTON | Reporting to: Director of Finance

POSITION OVERVIEW

The Financial Analyst will work closely with the Director of Finance to develop budgets, reports, and processes. The position will be responsible for supporting management reporting, preparation of monthly employee performance and compensation metrics, assist Operations team as needed, and other tasks as required. This role is excellent for a precise, detail-oriented individual who produces high quality work and seeks a deep understanding of the results of the business.

WHAT YOU'LL DO

- Support preparation of monthly reports and financial statements for various departments
- Preparation of monthly employee performance and compensation metrics for review
- Review accuracy of production reporting and work with operations teams to identify and resolve discrepancies proactively
- Help with year-end close and requests from third party external auditor
- Ensure internal controls are maintained by monitoring for risk
- Advise the Director, Finance of budget variances
- Conduct financial analysis, collect information, data, and materials as required for Director, Finance
- Support development of yearly budget by preparing required analysis
- Prepare ad hoc reporting based on requests from various departments throughout the organization
- Support requests from Navacord and other broker partners
- Other duties as required



REQUIREMENTS:

- The ideal candidate will have a Bachelor's degree in Accounting, Finance or related field; equivalent combinations of education and additional experience or designations may be considered
- Chartered Professional Accountant (CPA) strongly preferred
- Advanced skills in Windows Excel with strong data analysis skills, the ability to work with large sets of data, and the ability to use tools such as pivot tables to organize and report data
- A minimum of 3 years of experience working in a complex fast-paced environment including experience with financial operations, reporting & analysis, budgeting
- Demonstrated ability to work in a team environment and encouraging an environment of cooperation, collaboration, respect, and integrity
- Excellent communication skills, both verbal and written; ability to communicate complex financial concepts in clear, precise language to both financial experts and to non-financial staff
- Proficient in using accounting information systems
- Exemplary work ethic and organization

Qualified candidates are invited to email their resume and cover letter to: hr@lloydsadd.com.

Lloyd Sadd is actively committed to support diversity, equity, and inclusion. We serve and recognize and respect human differences and similarities. We value the diversity of people and actively encourage women, indigenous peoples, members of visible minorities, people with disabilities, and lesbian, gay, bisexual, transgender, and queer (LGBTQ2+) persons to apply.