

## VACANCY

Applications are invited from qualified individuals to fill the following position:

**One Permanent Full-Time Financial Analyst**  
**Financial Services**  
**NBRHC – North Bay**

Reporting to the Director of Finance, the Financial Analyst is part of a team of professionals providing financial and statistical/utilization information, analysis and strategic problem solving to both clinical and non-clinical teams throughout the hospital. The successful candidate will work collaboratively within the Finance department delivering consistent, accurate, and timely information while providing excellent customer service to all internal and external stakeholders. The Financial Analyst will be well versed in full cycle accounting as they will play an integral role in the department for a wide range of finance and business activities. This role will also provide focused support through in-depth analyses of budget variances and cost drivers, and identification of potential cost reduction initiatives. The Financial Analyst is able to think critically and challenge existing practices to provide creative and collaborative solutions.

**Further responsibilities of this position will include but are not limited to:**

- Monitor and interpret financial and statistical data and trends, including interpreting financial performance measures, analyzing monthly budget variances and resolving discrepancies in financial reports.
- Analyze data and pertinent indicators to assist with planning and evaluating programs and services
- Integrate utilization data into analyses, business plans and proposals
- Work with programs to develop monthly forecasts and annual budgets (including identification of opportunities to improve financial performance and efficiencies).
- Complete work as assigned to support the timely submission of Ministry of Health and Long Term Care reports such as MIS Trial Balance, and other ad-hoc Ministry and Ontario Health submissions.
- Ongoing reconciliation of complex general ledger accounts including investigation and resolution of any accounting discrepancies or irregularities.
- Prepare and post all necessary journal entries in accordance with Public Sector Accounting Standards and OHRS.
- Perform month-end and year-end activities as required.
- Assist with any financial reporting and analysis that may be required on an ad hoc basis.
- Develop and foster positive relationships with internal stakeholders by providing financial support and guidance to business support areas such as, but not limited to, Payroll, Accounts Receivable and Accounts Payable.
- Improve financial reporting capability by improving the quality of reporting, linking financial to statistical data or performance metrics.
- As required, compile pertinent financial information to assist in the production of leadership reporting packages for the Extended and Senior Leadership teams, and committees of the Board.
- Ensure sufficient internal controls are in place for financial accuracy and integrity of data.

**Qualifications:**

- The ideal candidate will hold a Bachelor's Degree in business, accounting or a health leadership related program. Holding, or working towards a Chartered Professional Accountant designation is preferred.
- Two to three years financial / clinical analysis experience including accounting, reporting, budgeting, variance analysis and business case development (healthcare preferred).
- Excellent analytical and problem-solving skills with the ability to identify trends, establish benchmarks, as well as provide credible analysis.
- Proven ability to interpret, summarize and communicate complex financial and statistical data to stakeholders throughout the organization
- Experience using multiple data sources (financial, statistical, case costing, CIHI databases, Ministry data etc) to develop and prepare complex analysis.
- Excellent organizational and time management skills with the ability to effectively handle a large number of projects and assignments simultaneously.
- Ability to prioritize tasks and work efficiently and accurately under stressful conditions to meet tight deadlines
- Must be change orientated and possess an attitude of continuous improvement.
- Excellent computer skills with superior knowledge of Microsoft Office applications.
- Prior experience in Meditech would be an asset.
- Demonstrated commitment to personal growth and development.
- Must be able to support and contribute to a culture of safety and prevention of adverse health events in our organization
- Bilingualism (English/French) is an asset

### THE ORGANIZATION

North Bay Regional Health Centre (NBRHC) is a unique health care organization with three primary roles: providing acute care services to North Bay and its surrounding communities, functioning as the district referral centre providing specialist services for smaller communities in the area, and it's the specialized mental health service provider serving all of northeast Ontario. At more than 400 beds, our state-of-the-art regional health centre has over 150 physicians, 2300 employees and 250 volunteers.

For more information about the NBRHC, visit [www.nbrhc.on.ca](http://www.nbrhc.on.ca)

### THE COMMUNITY

North Bay is located 3.5 hours north of Toronto, just north of the district of Muskoka, and 3.5 hours west of Ottawa. With a population of 54,000 and a catchment area of 180,000, it is a safe and welcoming community that offers a healthy and balanced environment for working, living and raising a family. North Bay is situated on the shores of two large lakes (Lake Nipissing and Trout Lake) and boasts beautiful scenery and four distinct seasons. Whatever your interests are, you will have access to numerous activities and amenities within minutes from your home—reclaim your work-life balance and join us!

To see more of beautiful North Bay and learn about our lifestyle, visit [www.northbay.ca](http://www.northbay.ca)

Criminal Reference Check including the Vulnerable Sector Check recent within six (6) months is a requirement

**Interested candidates are asked to submit their resume and cover letter quoting File [NU C-23-006](#) to: [careers@nbrhc.on.ca](mailto:careers@nbrhc.on.ca)**

*We are an equal opportunity employer. We thank all applicants for their interest. An acknowledgement will be sent only to those candidates who will be interviewed.*

***NBRHC is committed to achieving 100% compliance with its COVID-19 Vaccine Policy. As a result, please be advised that in order to be eligible for employment at the Health Centre, all new hires must be compliant with our COVID-19 Vaccination Policy and must be fully vaccinated prior to commencing employment. To be considered fully vaccinated, an individual must have received the full series of a COVID-19 vaccine or a combination of COVID-19 vaccines approved by the World Health Organization (e.g. two doses of a two-dose vaccine series or one dose of a single-dose vaccine series) and received the final dose of the COVID-19 vaccine at least 14 days ago.***

***The requirement that successful applicants be fully vaccinated is subject to any accommodation obligations pursuant to the Ontario Human Rights Code.***

North Bay Regional Health Centre is committed to providing accessible employment practices that are in compliance with the Accessibility for Ontarians with Disabilities Act (AODA). If you require an accommodation for disability during any stage of the recruitment process, please indicate this in your application.

***NORTH BAY REGIONAL HEALTH CENTRE IS AN EQUAL OPPORTUNITY EMPLOYER***