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Employment Opportunity

Financial Systems Advisor

Finance and Technology – Financial Services

Competition	19/235
Status	Regular Fulltime
Hours of Work	70 hours bi-weekly
Rate of Pay	\$45.72 – \$51.85 per hour (2020 rates)
Review of applications begins	4:00pm on December 19, 2019, but remain open until filled.

Summary

As a part of the Financial Services team, the incumbent is the functional specialist on the use of the Enterprise Resource Planning (ERP) financial system software, SAP. This position is a leader of finance system development projects through the preliminary investigation, analysis of requirements, business case and feasibility analysis, process design, implementation, quality control, documentation, and post-implementation review phases to ensure effective and efficient financial processes are in place.

Duties & Responsibilities

- Develops system business requirements including work procedure changes, and evaluates most suitable alternative to assist customers in meeting their operational requirements.
- Leads, coordinates and documents financial system projects through all phases from planning through to maintenance and support including providing project updates to stakeholders.
- Develops functional specifications including diagrams and charts to provide the blueprints for SAP developers to write or code programs.
- Participates in defining project scope and objectives, in collaboration with Manager and IT, for financial systems updates ensuring finance stakeholders requirements will be met.
- Develops, coordinates, executes and reviews test cases, scripts, plans and procedures to ensure all objectives are met and solutions work as expected.
- Oversees small projects through all phases from planning through to maintenance and support.
- Recommends changes in methods, processes and procedures that may impact on financial and operational areas.
- Performs testing of problem fixes (SAP fixes/notes), configuration changes, enhancements and new functionality in order to ensure system integrity and proper integration across SAP applications.
- Remains current with developments in SAP applications and related technologies, including releases and enhancements/ new functionality.
- Identifies opportunities to improve operational effectiveness through the use of technology and makes recommendations where appropriate.
- Participates in the implementation of new/changed processes and systems, user acceptance and testing and post implementation reviews.
- Collaborates and participates in the development and testing of functional specifications related to financial system software.
- Reviews, coordinates and performs user acceptance testing and creates go live training materials and documentation.
- Follows all CRD policies, procedures and standards.
- Performs other related duties as required.

Qualifications

- CPA designation and a degree in related discipline and six years' experience in designing, updating and/or implementing SAP or similar ERP system. An equivalent combination of education and experience may be considered.
- Excellent communication (verbal and written), interpersonal and customer service skills are required.
- Demonstrated understanding of financial principles and practices is essential.
- Demonstrated knowledge of ERP systems and the financial framework
- Understanding of project management methodologies and processes with the ability to complete projects on time, within scope and within budget
- Good understanding of business analysis methodologies to gather and analyze data and develop recommendations for moving forward
- Understands and identifies business implications of data system designs and the data requirements of user needs
- Ability to explain the capabilities and limitations of current financial data systems to financial colleagues and end users
- Demonstrated ability to liaise with internal stakeholders and partners to understand and document business requirements
- Knowledge of change management processes and stakeholder consultation
- Demonstrated ability to work with technical and non-technical staff and stakeholders
- Proficiency and experience with word processing (MS Word), spreadsheets (MS Excel) and presentation (MS PowerPoint) software
- Ability to coordinate work of those over whom one has no direct authority
- Ability to plan, organize, and structure work
- Proven analytical skills and systematic problem solving
- Ability to work effectively in a team environment or individually with minimal supervision
- Ability to think innovatively and critically to assist in developing solutions

Applications

To apply for this exciting opportunity, please submit your resume and covering letter online at www.crd.bc.ca under "[Careers](#)".

The CRD thanks you for your interest and advises only those candidates under active consideration will be contacted.

