



**Senior Financial Analyst
(Competition No. 15-CFCT-16)**

Toronto

● **Career Development** ● **Exciting Challenges** ● **Great Opportunities**

Full time- Permanent

Under the direction of the Manager, Tax Credit Services, the Senior Financial - Tax Analyst manages production subsidiaries (ProdCo's) including, but not limited to, tax credit filings, financial statement preparation, and all activities involved in receiving tax credits up to the dissolution of ProdCos.

The Senior Financial - Tax Analyst's duties must be performed consistent with the Company's mission and values and adhere to Company policies and procedures.

Duties will include:

1. Communicates with Production Accountants and his/her accounting teams to ensure CFC's standards and guidelines are understood and being adhered to throughout the production period.
2. Supports the Client Services Coordinator, when required, with the quantitative aspects of obtaining federal and provincial government certification for each Production assigned.
3. Analyzes production budgets and prepares tax credit estimates and quotations for new Productions.
4. Prepares interim tax credit estimates as requested by CFC's producer/studio clients.
5. Performs interim and final audits of production costs to ensure CFC has identified all qualifying, tax credit eligible expenditures and calculates the Production's final tax credits.
6. Prepares bank reconciliations, journal entries and year-end financial statements for each ProdCo.
7. Prepares and files tax returns for ProdCos or conducts a detailed review of and approves ProdCo tax returns prepared by other Financial Analysts.
8. Assists Manager, Tax Credit Services on Canada Revenue Agency and Provincial agency tax credit audits.
9. Assists Manager, Tax Credit Services with the monitoring of Federal/Provincial certificates and outstanding tax credit refunds.
10. Assists Manager with annual performance reviews for the Financial Analysts
11. Provides other departmental support as required.

Qualifications:

Essential

- University degree or equivalent combination of education and experience.
- Completion of the CPA PEP Level.
- 4 – 6 years' of experience in a financial accounting role.
- Experience applying and filing for government tax credits, particularly film and television production tax credits.
- Intermediate to advanced knowledge of Excel and Word.

- Attention to detail.
- Ability to multi-task/time-manage and meet deadlines.
- Excellent interpersonal, organizational, and communication skills.

Desirable

- Experience working in a supervisory role

Hours of Work

The hours of work are 8 hours per day, Monday to Friday. Some overtime may be a requirement of this position.

What we promise:

Our Mission Statement: “To impart confidence & peace of mind by delivering an exceptional client experience.”

Our Values:

- We act with honesty & integrity
- We are dependable
- We work as a team while always achieving excellence at an individual level
- We innovate and continuously improve

Interested? How to apply:

Candidates should submit their cover letter and resume to:

**Human Resources Manager
Canada Film Capital
Competition No. 15-CFCT-2016
E-mail: jobs@epcanada.com**

As only short-listed candidates will be contacted, we thank you in advance for your interest in Canada Film Capital.