



**Financial Analyst
(Competition No. 03-EPC-18)**

Location: Vancouver/Toronto

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

Full time- Permanent

Entertainment Partners' Tax Incentives division, CFC, is hiring!

Under the direction of the Manager, Tax Credit Services, the Financial 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 Financial 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 EP-Incentives 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 businesses.
4. Prepares interim tax credit estimates as requested by EP-Incentives' producer/studio clients.
5. Performs interim and final audits of production costs to ensure EP-Incentives have identified all qualifying, tax credit eligible expenditures and calculates the Production's final tax credit.
6. Prepares bank reconciliations, journal entries and year-end financial statements for each ProdCo.
7. Drafts Federal Tax Credit application forms and relevant Provincial Tax Credit application forms which form part of the ProdCo's corporate income tax return.
8. May be required to prepare and file income tax returns for ProdCo's using TaxPrep software.
9. Provides production accounting services for visual-effects only, and post-production only projects.
10. Provides other departmental support as required.

Qualifications:

Essential

- University degree or equivalent combination of education and experience.
- Registered at an Intermediate level in the CPA program.
- 2 – 3 years of experience in a financial accounting role.
- 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

- Previous work experience in an accounting or banking environment is an asset
- Knowledge of the film industry.

Hours of Work

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

Interested? How to apply:

Candidates should submit their cover letter and resume to:

Human Resources Manager
EP Canada
Competition No. 03-EPC-18
E-mail: jobs@epcanada.com