EMPLOYMENT OPPORTUNITY

Senior Accountant

No. 2026-ACCT-01
Internal/External

Who we are:	***First Nations Finance Authority (FNFA) is consistently recognized as one of British Columbia's Top Employers*** FNFA is the only First Nation-led organization in the world leveraging private capital for a pooled-borrowing model of Nations to finance projects that build strong, healthy, and prosperous communities for generations to come. We are a First Nations-led non-profit, financial services corporation mandated under the *First Nations Fiscal Management Act* (2005) providing affordable financing, investment management, and capital advisory services to First Nations communities in Canada. FNFA does not rely on federal government funding and is self-sufficient. From clean energy projects to schools for our children and housing for our Elders, priorities being undertaken by FNFA's First Nation members, are creating good jobs while contributing to Canada's economy. Learn more: www.fnfa.ca.
Job Summary:	The Senior Accountant is responsible for supporting the accuracy, integrity, and timeliness of the organization's accounting records, financial reporting, reconciliations, and internal accounting processes. The position manages complex general ledger activities, leads month-end and year-end reporting and close activities, prepares and reviews journal entries and account reconciliations, supports audit and tax filing requirements, and provides senior-level accounting support to the department. The Senior Accountant also reviews and mentors accounting staff, supports accounting policy and internal control implementation, and contributes to strong financial controls, reliable reporting, and effective stewardship of organizational resources.
Primary Job Responsibilities:	**General Ledger Management:** 1. Maintains the integrity of the general ledger by preparing, reviewing, and posting complex journal entries, accruals, adjustments, allocations, and other accounting transactions. 2. Coordinates month-end, quarter-end, and year-end reporting and close activities including preparation of lead sheets, working papers, schedules, variance analysis, and related reporting. 3. Performs detailed fund and account reconciliations, investigates variances, resolves discrepancies, and ensures supporting documentation is complete, accurate, and retained in accordance with policies and procedures. 4. Investigates and resolves complex accounting discrepancies related to financial transactions, escalating significant issues and recommendations to the Financial Controller as required. 5. Reviews accounting entries, reconciliations, schedules, and supporting documentation prepared by accounting staff and provides mentorship, guidance, feedback, and coaching to support quality, consistency, and professional development. 6. Assists with accounts payable, accounts receivable, banking, credit

	card, investment, loan, or other reconciliations and accounting activities as required. **Financial Analysis:** 7. Analyzes budget variances, tracks performance metrics, and prepares preliminary financial reports for the Financial Controller. 8. Prepares and analyzes financial statements, schedules, and reports including budget-to-actual analysis, trend analysis, and explanations of material variances. 9. Prepares fund and program analysis, performance and projections. **Audit Preparation** 10. Supports preparation for external audits by preparing audit schedules, gathering supporting documentation, responding to auditor requests, and ensuring audit files are complete and well organized. 11. Supports statutory, regulatory, tax, funding agreement, and other reporting requirements by preparing information, schedules, and supporting documentation as directed. **Accounting & Program Administration:** 12. Maintains organized records, working papers, and supporting documentation in accordance with internal policies, recordkeeping requirements, and confidentiality obligations. 13. Contributes to the development, documentation, implementation, maintenance, and review of accounting policies, accounting processes, procedures, templates, and internal controls within a financial services environment. 14. Identifies opportunities to improve accounting processes, strengthen controls, reduce duplication, and improve the timeliness and reliability of financial information. 15. Ensures assigned accounting activities comply with applicable Canadian accounting standards. 16. Assists with tax filings, tax-related inquiries, and supporting documentation specific to financial services entities, as directed. 17. Participates in IT system enhancements and process improvements to make position-related tasks more efficient. 18. Performs other accounting, finance, analysis, reporting, administrative, and project-related duties as assigned.
Who Can Apply:*	The ideal candidate will have: • University degree in commerce, business, or accounting. • Acquired or progressing towards a professional accounting designation. • 3+ years accounting experience. • Experience in financial services, including accounting for financial instruments, investments, debt, loans, or other complex financial transactions, is strongly preferred. • Strong knowledge of Canadian accounting standards, and their application to financial services activities and financial instruments. • The Certified Aboriginal Financial Manager (CAFM) designation is considered an asset. • Demonstrated ability to prepare accurate reconciliations, working papers, financial analysis, audit schedules, tax schedules, financial statements, and management reports. • Demonstrated superior attention to detail and accuracy. • Experience working with or supporting First Nations governments,

	Indigenous organizations, or community-based financial reporting environments is considered an asset. • Excellent interpersonal skills, project leadership, teamwork and judgement. • Diplomacy, tact and decision-making ability. • Demonstrated planning and organizational skills. • Demonstrated ability to multi-task and set priorities to ensure timely completion of work within established deadlines. • Experience reviewing, mentoring, or guiding the work of junior accounting staff is considered an asset. • Strong computer skills including Excel.
Starting Compensation:	**$84,800 - $106,000** (dependent on qualifications and experience)
Benefits:	• Work/life balance – our workdays are typically 8:00 am to 4:00 pm, weekdays • Retirement contributions of 6% • 100% Employer paid extended health benefits • Generous paid time off • Employee wellness programs • Career development (FNFA believes in mentorship and professional development)
Location:	The successful candidate will work in the Westbank offices.
Duration:	Full-time position
Application process:	Please email your resume and cover letter with three work-related references of immediate supervisors to: careers@fnfa.ca We thank all applicants for their interest, however, only those candidates selected for interviews will be contacted. FNFA may cancel, postpone, or revise employment opportunities at any time. This is a new position. *Qualified persons of Indigenous ancestry will be given preference in accordance with Section 16.1 of the Canadian Human Rights Act and Section 41.1 of the B.C. Human Rights Code; therefore, please self-identify in your cover letter.
Application Deadline:	**Open until filled.** *FNFA does not use artificial intelligence (AI) tools or agents to screen, assess or select applicants.*