



The **Nuclear Waste Management Organization (NWMO)** is responsible for the safe, long-term management of used nuclear fuel in Canada. The approach it is implementing, known as Adaptive Phased Management (APM), involves developing a centralized underground repository, supported by a robust social and technical research program in collaboration with Canadian universities, consultants and international waste management organizations.

Join our growing team of scientists, engineers and other professionals to work collaboratively with Canadians in implementing our management approach in a manner that safeguards people and respects the environment, now and in the future.

### **CONTROLLER**

Reporting to the Chief Financial & Risk Officer, the Controller is responsible for guiding financial decisions by establishing, monitoring and enforcing policies and procedures; protecting assets by establishing, monitoring and enforcing internal controls; and ensuring reported financial results comply with generally accepted accounting principles. This position also has responsibility for pension administration and staff associated with corporate accounting and reporting.

#### **Qualifications:**

- The incumbent must have a 4-year University degree in Business/Accounting; an MBA is an asset. A Chartered Professional Accounting designation is required; and a Pension Administration Certificate would also be helpful.
- The incumbent must have 10+ years of experience in similar roles; Pension administration experience desired. This is a management level position requiring regular extended hours and some travel.
- Related work experience: Knowledge of financial governance and controls; experience with audits; Canadian accounting standards for not-for-profit organizations, US GAAP and IFRS; pension accounting (Defined Benefit Pension Plan); business planning process and reporting framework; implementation of enterprise resource planning system an asset; asset management; pension and benefits administration systems; contract negotiation and management; pension and employment acts and governance; commodity and income tax regulations and legislative requirements.
- The incumbent will bring an optimal combination of the following qualifications: Outstanding communication and interpersonal skills; Excellent planning and organizational skills; An ability to influence others at all levels of the organization; An ability to work as part of a multi-disciplinary team; Effective project management skills; an understanding of both technical and social aspects of the APM program.

#### **Responsibilities:**

- Ensure accounting records are accurate and complete; establishes and monitors strong financial controls to mitigate risk and ensure the accuracy of the company's reported financial results.

- Coordinate the provision of information to external auditors; monitors and confirms financial conditions by conducting audits and providing information as needed.
- Manage process and controls related to cash management.
- Ensure employee health and safety, supporting a strong safety culture and ensuring employee activities meet or exceed the health, safety and environment requirements.
- Manage and develop staff, providing accounting and treasury services including accounts payable, accounts receivable, pension accounting, financial statement preparation, asset management and control, cash and investment fund management, and other financial/accounting activities, ensuring that work undertaken is executed safely and meets or exceeds safety goal and policies.
- Establish and maintain financial, accounting and administrative policies, procedures, and internal controls system in a working environment. Keep abreast of the current accounting standards, legal requirements and regulations, update and recommend effective policies and procedures to ensure practices are in compliance.
- Provide recommendations to harness the changes in technology and business requirements, implement and recommend system improvement and business processes as appropriate.
- Manage the operations of the defined benefit pension plan.
- Monitor and report on the pension fund and other special funds investment and investment managers' performance; work with actuaries to determine pension funding requirements and ensure adequate provisions for post-retirement benefits.
- Manage and update accounting policies and processes for accruing and reporting employees and pensioners' benefit costs as per accounting standards, and monitor actual expenditures.
- Provide business planning support on project of employees' benefits including pension and post-retirement costs and other infrastructure/business support expenditures.
- Manage filings of all statutory returns to government agencies (financial, WSIB, taxes and payroll) and responds to any questions that may arise.
- Responsible for developing reports and presentations. Communicate regularly with other managers, Vice-Presidents and other designated contacts with the organization to understand competing priorities.
- Represent and participate in external meetings with stakeholders, Government Authorities, Auditors, Actuaries, Professional bodies (e.g. CICA, CPA), external Services Providers (e.g. insurance policies, tax expert advice, etc., Investment Advisors/Managers, Custodians/Trustees.

You must be eligible to work in Canada and must be able to meet security clearance requirements. We offer competitive base salary and health care benefits package.

The NWMO supports the principles and practices of diversity and is committed to providing a respectful, accessible, and inclusive environment for all persons with disabilities in a way that is respectful of the dignity and independence of people with disabilities and in a manner that takes into account the person's disability and embodies the principles of integration and equal opportunity. The NWMO will provide accommodation to applicants with disabilities. If you require accommodation, please **Contact Us**.

Please submit your application quoting **CONTROLLER** in the subject line via e-mail to: [Employment@nwmo.ca](mailto:Employment@nwmo.ca)