



TOWN OF VIEW ROYAL

The Town of View Royal is a growing residential community in the Greater Victoria area with an estimated population of 13,219. Our waterfront community has scenic views of Esquimalt Harbour and Portage Inlet, as well as excellent parks and trails, including the Galloping Goose Regional Trail and Thetis Lake Regional Park. Ten minutes from downtown Victoria, View Royal's central location also provides good highway access to the Western Communities and to the Saanich Peninsula, including BC Ferries and the Victoria International Airport.

SENIOR ACCOUNTANT / FINANCIAL ANALYST

Regular Full Time Position (35 hrs/wk)

\$51.78 - \$56.47/hour (2024 rates)

The Town of View Royal is seeking a qualified candidate to fill the role as Senior Accountant/Financial Analyst. Under the general supervision of the Director of Finance, the Senior Accountant/Financial Analyst provides a high level of customer service to both internal and external clients. This individual is responsible for administering and maintaining financial, property tax, utilities, and other systems, and assists in the development of financial plans.

The ideal candidate will have a Bachelor of Business Administration, Diploma in Accounting, or a minimum three (3) years of a recognized accounting program leading to a Chartered Professional Accountants (CPA) designation, or an equivalent combination of education and experience, and a minimum of five (5) years of experience similar position, preferably in a local government setting.

Other preferred experience and abilities include:

- Thorough knowledge of municipal property tax and user fee legislation, regulations, and processes;
- Experience with the financial planning process, trend analysis, and project proposal development and analysis;
- Comfortable with the Microsoft Platform: Word, Excel, Power Point, Outlook, Teams, SharePoint, and other Microsoft applications;
- Experience with the Power Platform (Power Apps, Power Automate and Power BI) would be considered an asset;
- Strong customer service skills with the ability to communicate effectively with stakeholders, verbally and in writing;
- Aptitude for working with numbers and arithmetic calculations, high attention to detail, and the ability to maintain accuracy.

A detailed job description is available at www.viewroyal.ca/employment.

Interested candidates are invited to submit a detailed résumé and cover letter no later than 4:30pm, April 2, 2025 to:

Human Resources
Competition #2025-03
Attn: Scott Sommerville
Town of View Royal
45 View Royal Avenue, Victoria, BC V9B 1A6
Email: hr@viewroyal.ca

The Town of View Royal is an equitable and inclusive employer; we value the diversity of people to best represent the community we serve and provide excellent services to our citizens. We strive to attract and retain passionate and talented individuals of all backgrounds, demographics, and life experiences.

We thank all applicants for their interest, however, only applicants selected for an interview will be contacted. If you have been shortlisted and require adjustments to enable participation throughout the recruitment process, we would be pleased to discuss how to best accommodate your needs.