

## JOB OPPORTUNITY

Job Posting Reference #: **378**

Position: **Advisor, Treasury**

Location: **Mississauga, Ontario**      Reports to: **Manager, Treasury**

Open: **August 16, 2017**      Close: **September 1, 2017**

Alectra's family of energy companies distributes electricity to nearly one million customers in 15 communities within an 1,800 square kilometre service area in Ontario's Greater Golden Horseshoe Area, and provides innovative energy solutions to these and thousands more across the province. Our employees are allies in helping our customers discover the possibilities of energy conservation and new technologies for enhancing their quality of life.

The family of companies includes the holding company, Alectra Inc. (Mississauga, Ontario), the regulated electricity distribution company, Alectra Utilities Corporation (Hamilton, Ontario) and the non-regulated company, Alectra Energy Solutions Inc. (Vaughan, Ontario).

### **Position Purpose:**

The Treasury Advisor supports the Treasury and Insurance functions for all organizations in the Alectra family.

### **Key Responsibilities/Accountabilities:**

- Provides treasury and insurance support and analysis for all Alectra entities
- Performs day-to-day cash management and forecasts to ensure sufficient cash is available to meet operating requirements
- Monitors daily bank activity and downloads transactions used to update daily short term and long term forecasts
- Completes daily cash report and analysis for senior management
- Prepares intercompany transfers and settlements
- Creates monthly journal entries to record transfers, settlements, and interest charges
- Prepares compliance reporting for review
- Issues, cancels and prepares reports on letters of credit to third parties
- Monitors, analyses, and forecasts short and long term debt rates
- Coordinates documentation for insurance schedules
- Prepares insurance summaries for management review
- Monitors and recommends good internal controls for banking and insurance transactions
- Reviews and recommends improvements to processes and procedures to realize efficiencies
- Performs other duties as assigned

### **Education:**

- Post-secondary education in Business Administration, Finance, or Accounting
- CMA/CGA/CA/CPA designation
- Must hold and maintain a valid class "G" driver's license

### **Experience:**

- Minimum 3 - 5 years relevant experience in Treasury and/or Insurance
- Experience in a unionized utility environment an asset

**Specialized Knowledge:**

- Strong technical accounting knowledge, including thorough knowledge of IFRS
- Experience with JD Edwards system preferred;
- Advanced level of knowledge and experience in banking transactions and protocols
- Superior proficiency with Microsoft Excel and Word applications
- Knowledge of the energy and utility industries

If you are interested in this opportunity, and meet the qualifications, please submit your resume by clicking on the following link:

[Advisor, Treasury Job Posting](#)

*Alectra is an equal opportunity employer and is committed to providing a recruitment process that respects the dignity and independence of all candidates. Should you require accommodation at any stage in the recruitment, assessment and selection process please consult with Alectra's People Team*