



Canadian
Heritage

Patrimoine
canadien

Canada



(FI) Financial Administration

Some relevant fields of study: accounting, commerce, finance, business administration, economics, Government of Canada Financial Management Certificate.

Our financial officers play a key role in planning, development, analysis and service delivery relating to financial management. Their key roles and duties include:

- Planning and organizing financial operations
- Developing and implementing processes, practices and procedures
- Preparing financial reports and information
- Monitoring financial operations
- Adapting procedures to meet business requirements
- Helping prepare Memoranda to Cabinet and Treasury Board submissions
- Analyzing financial statements
- Corporate accounting
- Providing financial management advice and assistance
- Grants and contributions

Salaries range from **\$47,009** to **\$104,392** (FI-01 to FI-04)
Effective November 7, 2008

