LEVEL DEFINITION | This level covers positions responsible for performing specialized or complex financial management functions within an academic or administrative unit.

TYPICAL RESPONSIBILITIES | May include: performing specialized or complex financial management functions within an academic or administrative unit; developing budgetary models; assessing existing financial systems and recommending changes; engaging in business process reviews; administering endowment and investment record systems; conducting broad and complex financial analyses; developing business plans and long range forecasts; designing costing models for university projects; and developing policies and financial systems to support campus-wide financial processes.

DECISION MAKING / LEVEL OF ACCOUNTABILITY | Makes decisions regarding budget modeling and the design of financial systems.

SUPERVISION RECEIVED | Works with considerable latitude. Work is reviewed in terms of achievement of specific goals.

SUPERVISION EXERCISED | May train and allocate work to junior accounting and clerical personnel and provide assistance in the resolution of technical problems.

MINIMUM QUALIFICATIONS | Undergraduate degree in a relevant discipline. Completion of the CPA accounting program (CA, CGA or CMA). Minimum of five years of related experience, or the equivalent combination of education and experience.