

# M&P OCCUPATIONAL GUIDELINE

## JOB FAMILY: ACCOUNTING

### Level E, Pay Grade 10

<b>LEVEL DEFINITION</b>	This level covers positions responsible for planning, developing and implementing financial processes and systems for multiple complex administrative units or a small faculty, overseeing financial reporting for Ancillary enterprises, or providing executive level financial management of research agreements and large-scale projects.
<b>TYPICAL RESPONSIBILITIES</b>	May include: planning, developing and implementing financial processes and systems for multiple complex administrative units or a small faculty; approving financial reports and transactions for Ancillary enterprises; providing executive level financial management of research agreements and large-scale projects; and providing recommendations on strategic planning initiatives.
<b>DECISION MAKING /LEVEL OF ACCOUNTABILITY</b>	Makes decisions regarding financial management of multiple complex administrative units, and oversees financial reporting for Ancillary enterprises, research agreements and contracts, and large-scale projects.
<b>SUPERVISION RECEIVED</b>	Works with full latitude. Work is reviewed in terms of achievement of broad and long-term goals.
<b>SUPERVISION EXERCISED</b>	Manages staff directly and indirectly through subordinate managers and supervisors.
<b>MINIMUM QUALIFICATIONS</b>	Undergraduate degree in relevant discipline. Completion of an accredited accounting program (CA, CGA or CMA). Minimum of eight years of related experience, or the equivalent combination of education and experience.