

# M&P OCCUPATIONAL GUIDELINE

## JOB FAMILY: ACCOUNTING

### Level G, Pay Grade 14

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| <b>LEVEL DEFINITION</b>                         | This level covers positions responsible for providing corporate level financial management of major university funds and providing direction for accounting activities of the university.  |
| <b>TYPICAL RESPONSIBILITIES</b>                 | May include: providing corporate level financial management of major university funds; providing direction for the accounting functions of the university in collaboration with senior university administration, researchers and outside agencies; developing strategies for the management of major awards received from research funding sources; managing large and complex business operations; managing major development or renovation projects; and developing strategies to secure new development funding. |
| <b>DECISION MAKING /LEVEL OF ACCOUNTABILITY</b> | Makes decisions regarding management of major university funds and establishes the direction of accounting functions at the university.  |
| <b>SUPERVISION RECEIVED</b>                     | Works under broad directive of senior university administration. Work is reviewed in terms of achievement of corporate goals.  |
| <b>SUPERVISION EXERCISED</b>                    | Manages very large units of staff with multiple levels of subordinate managers and supervisors.  |
| <b>MINIMUM QUALIFICATIONS</b>                   | Undergraduate degree in a relevant discipline. Completion of an accredited accounting program (CA, CGA or CMA). Minimum of ten years of related experience, or the equivalent combination of education and experience.   |