

Crown Investments Corporation of Saskatchewan (CIC) is the holding company for Saskatchewan's commercial Crown corporations.

The Finance & Administration division provides financial reporting, analysis and recommendations to CIC and the CIC Board on a wide range of business issues. The division supports: strategic Shareholder planning and direction to the Crown sector; oversight of Crown corporation performance management and capital allocation plans; sector-wide financial reporting and forecasting; management of CIC's budget and financial transactions; internal audit services to CIC and the smaller subsidiary Crown corporations; and corporate administration services and information management.

Business and Sustainability Analyst

Reporting to the Corporate Controller, CIC is seeking a dynamic individual with diverse skill sets and interests to take on the responsibility of developing and managing some of CIC's critical business systems and programs. Sustainability (Environmental, Social, and Governance (ESG)) reporting is becoming an increasingly important role for Crown corporations and CIC requires a motivated person to help lead and develop this function in accordance with International Financial Reporting Standards (IFRS). In addition, CIC has several other critical business systems in place including information security, contract management, disaster recovery, and business continuity. This position will collaborate and build effective working relationships with CIC Subsidiary Crowns, service providers, industry experts, and other external stakeholders on critical business system design and operation that includes the preparation of business case analysis used by CIC Executive and the CIC Board of Directors in decision-making.

Key responsibilities include:

- Helps lead CIC's IFRS driven sustainability or ESG reporting. Collects and analyzes data to support CIC's reporting requirements. Collaborates with Crown officials on gathering information to support sector-wide performance measures, analysis and reporting. Collects baseline and trend data on operational metrics to develop insights and report on key sustainability performance indicators. Prepares financial/non-financial analysis, forecasts, and presentations. Ensures alignment with IFRS, government priorities, industry benchmarks, and best practices.
- Manages the development, operation, and maintenance of critical business programs including business continuity and information security and corresponding response plans (i.e., Cyber Incident Response Plan, Business Continuity Plan, and Disaster Recovery Plan.) Develops program resource requirements and budgets.
- Develops, plans, recommends, implements, and monitors security measures to protect CIC's computer networks, connected devices and information, to prevent unauthorized access, use, disclosure, disruption, modification, or destruction of the information or of the systems on which the information resides.
- Works with key service partners and industry experts on best practices. Analyzes CIC's emerging developments and threats in relation to the corporation's goals and business needs and recommends strategies and courses of action that support the achievement of corporate objectives.
- Develops and implements annual testing protocols. Analyzes and reports test results, provides recommendations and strategies for remediation and managing risk.
- Works with CIC Divisions, CIC subsidiary Crowns, and external stakeholders and partners on the design of program/partnership agreements in accordance with CIC's policies and procedures. Manages, tracks, and reports on agreements from a financial perspective including preparing status updates, forecasts, and variance analysis. Ensures proper documentation exists for audit and assurance purposes.

The following competencies are essential for this position:

- The ability to perform comprehensive research and analysis on complex topics.
- Knowledge of International Sustainability Standards Board, Canadian Sustainability Standards Board, and Sustainability Accounting Standards Board standards. Ability to interpret and apply IFRS and other applicable regulatory or industry standards.
- Work independently with minimal supervision.
- Ability to manage projects including developing project scope, timelines, performance, costs, and risks.
- Ability to think strategically to consider various scenarios and develop independent analysis and advice.
- Strong interpersonal, organizational, and management skills with the ability to prioritize work to meet strict deadlines.
- Strong skills in collaboration, influencing, analysis, synthesis, problem solving, writing, and presenting.
- Ability to work collaboratively, build relationships, and value the perspectives of others.
- Strong computer skills and familiarity with the Microsoft Office suite.

The ideal candidate will have a post-secondary degree in business with five plus years of related experience working in an accounting, financial, business, and technology driven environment. A CPA designation is appropriate for the position with knowledge and applied experience with IFRS sustainability standards. It is also anticipated that the candidate will have project management skills with knowledge of risk management concepts such as information security, business continuity, and disaster recovery. This position requires the ability to do research, develop independent analysis, and requires strong skills in collaboration, problem solving, and written and verbal communication. An equivalent level of combined education and experience may be considered.

The successful candidate will be subject to an Employment Screening Check as a condition of employment.

Position Details:

Number of Positions Available: one (1)

Position Type: Permanent Full-Time

Position Location:

Regina, Saskatchewan

Salary Range:

Level 9 - \$120,583 - \$144,709/annum

Consideration may be given to underfilling at a Level 8 - \$109,649 - \$131,542/annum

Salary will be commensurate with the candidate's knowledge, competence, and experience.

Hours of Work:

Monday to Friday - 38.75 hour work week

Closing Date:

Monday, July 15, 2024

How to Apply: Resumes should be forwarded in confidence to careers@cicorp.sk.ca.

CIC values workplace diversity.

CIC would like to thank all applicants for their interest and wish to inform that only those selected for further consideration will be contacted.