

Regular - Financial Analyst – Lawson Health Research Institute

Job ID Posting # 72881 **Location** Victoria Hospital **Full/Part Time** Full-time **Regular/Temporary** Regular

Posting Period

Open: September 15, 2020

Deadline: September 28, 2020



Lawson Health Research Institute (Lawson) is the research institute of London Health Sciences Centre (LHSC) and St. Joseph's Health Care London (St. Joseph's), and works in partnership with Western University. This alliance and pooling of knowledge and resources enables Lawson to retain and develop the expertise, equipment, and infrastructure that is crucial for innovation. With 7 hospital sites across London, over 250,000 square feet of dedicated research space, over \$125 million in annual research income, more than 500 new clinical trials each year, and more than 2,400 principal investigators, support staff, volunteers, students and fellows, Lawson has a proud history and is a dynamic, fast-paced environment.

The Finance Team at Lawson Health Research Institute (Lawson) is responsible for the ongoing management of research grants and contracts awarded to Lawson researchers, working closely with researchers, administrative staff, and funding sponsors to ensure adherence to guidelines and policies.

Reporting to the Manager, Research Finance, the Financial Analyst is primarily responsible for ensuring accurate and timely recording, monitoring and reporting of research grants and contracts, and will also support the preparation of Lawson's internal financial statements and reporting as needed. In addition, the position responds to internal and external financial inquiries related to research grant accounts and Lawson operational accounts.

Rate of Pay: To commensurate with experience

Hours of Work: 37.5 hours per week

QUALIFICATIONS:

- Successful completion of an Undergraduate degree in Business, Finance or Accounting preferred
- Chartered Professional Accountant – CPA (CGA, CMA) designation or working towards designation
- Minimum two (2) years of recent, related experience demonstrating a high standard of performance and work quality
- Advanced computer skills with Microsoft Excel, Word, Powerpoint, Outlook, and Internet
- Advanced proficiency with PeopleSoft General Ledger (including journal entry processing, review of financial information, General Ledger reports, and reporting tools)
- Demonstrated proficiency with nVision and Infor HRCM (billing system)
- Demonstrated advanced accounting knowledge
- Advanced communication skills (both verbal and written)
- Demonstrated strong time management skills and advanced ability to manage multiple priorities
- Demonstrated advanced problem-solving and decision-making skills
- Demonstrated ability to working independently, as well as effectively as a team member
- Advanced accuracy, thoroughness, and attention to detail
- Demonstrated strong ability to take initiative and to adapt to change
- Demonstrated knowledge of and commitment to the principles of patient and family centered care
- Demonstrated knowledge of and commitment to patient and staff safety at LHSC
- Demonstrated ability to attend work on a regular basis

We are committed to providing a safe, healthy and inclusive work environment that inspires respect. LHSC is committed to employment equity and diversity in the workplace and welcomes applications from women, visible minorities, Indigenous people, persons with disabilities, and LGBTQ2+ persons. We are committed to providing persons with disabilities equal opportunities and standards of goods and services, and are also fully compliant with the Accessibility for Ontarians with Disabilities Act (2005), as applicable.

As part of the assessment process applicants may be required to complete a written examination or test. Please be advised that an internal reference check may be conducted as part of the selection process.

Thank you for your interest in this opportunity. Only those applicants selected for an interview will be contacted.