

Highlights of the job

We are hiring a Full-Time Temporary position for up to 18 months working out of Edmonton, AB.

EPCOR has an exciting opportunity in our Treasury department! As the Manager, Treasury Operations, your primary accountabilities will be leading your team and the cash and banking requirements of EPCOR. You will also have oversight of accurate cash forecasting, timely cash balances, and managing external banking processes and relationships. If this sounds like a good fit for you, apply today.

What you'd be responsible for

- Providing input into the Treasury team's business plans and strategic direction.
- Developing deliverables within the Treasury Operations business plan and strategically planning and identifying any necessary budget requirements.
- Maintaining a strong team environment with all Treasury Operations team members.
- Analyzing and identifying issues impacting performance and establishing initiatives for improvements to ensure cash forecasting is conducted accurately, cash is prudently deployed, and borrowing costs are minimized.
- Managing the cash requirements including forecasting, short-term investments, short-term debt, deal settlement, and payment processing.
- Maintaining, developing and managing strong and constructive banking relationships as well as managing the banking services functions including the set-up and maintenance of bank accounts.
- Managing the bank statement and reconciliation process.
- Executing foreign exchange trades, settlements, mark-to-mark calculations and associated reporting.
- Providing transitional support for any mergers & acquisitions, new software implementation and support on any disclosure and process improvement initiatives.
- Managing and complying the internal governance documents such as the Financial Exposure Management Policy and Credit Counterparty Risk Management Policy.
- Completing reports on cash management and banking.

What's required to be successful

- Bachelor's degree and working towards a related professional designation such as CPA, CFA, or CTP.
- A minimum of 5 years of experience in any or all areas of Treasury, Accounting and Finance.
- Fundamental understanding of accounting, tax, risk management, capital budgeting, portfolio theory and economics.
- Experience in these areas would be considered an asset:
 - Securities industry, including money markets, bond markets, and foreign exchange market.
 - Cash management banking products and services.

- Ability to manage external relationships and ability to communicate effectively, both verbally and in writing, including effective presentations and negotiation skills.
- Decisiveness based on sound judgement generated by critical analysis and synthesis of abundant and sometimes conflicting information.
- Strong Oracle and power point skills.
- Good knowledge of Treasury systems and processes.
- Financial Modeling experience would be considered an asset.
- Ability to adapt to change and a focus on continuous improvement.

Other important facts about this job

Jurisdiction: MGMT

Hours of work: 80 hours biweekly

Application deadline: February 4, 2021

Learn more about [Working at EPCOR!](#)

Please note the following information:

- A requirement of working for EPCOR is that you are at least 18 years of age and legally entitled to work in Canada. (A copy of a valid work permit may be required.)
- If you are considered for the position, clearance on all applicable background checks (which may include criminal, identity, educational, and/or credit) and professional reference checks is required. Some EPCOR positions require an enhanced level of background assessment, which is dictated by law. These positions require advanced criminal record checks that must also be conducted from time to time after commencement of employment.
- A technical/practical assessment may be administered during the selection process and this exercise will be used as a part of the selection criterion.
- To meet the physical demands required of some positions, candidates must be in good physical condition and willing to work in all weather conditions. Clearance on pre-placement medical and drug and alcohol testing may be required.