

About us: At Capital Region Housing, HOME is our focus. We are the largest provider of social and near market housing in the Edmonton area, managing over 4500 social housing rental units and over 600 near market housing rental units. We offer both townhouses and apartments throughout the city. We welcome the opportunity to provide our families and individuals with a safe and secure place to call home.

The CRH's operations are grounded in its culture of innovation and passion and its core values: *Put People First, Focus on Solutions, Work Collaboratively and Transparently, Invest, and Do What's Right.*

For more information on Capital Region Housing, please visit: <http://www.crhc.ca>

Opportunity:

The Manager, Internal Controls will report directly to the Director, Financial Services. The Manager, Internal Controls will be responsible for managing all the various functions and activities that enable the Chief Financial Officer (CFO) to certify the design and operating effectiveness of Capital Region Housing (CRH) internal controls over financial reporting (ICFR).

The Manager, Internal Controls will also be responsible for identifying, and independently validating the effectiveness of risk management controls and processes across the organization while also ensuring risk management/risk mitigation practices align and meet the requirements of the Enterprise Risk Management Framework.

Additionally, responsibilities will include fostering trusting and dependable working relationships with the ability to both lead and work as a team. They will have extensive experience supervising staff and liaising with multiple stakeholders both internally and externally.

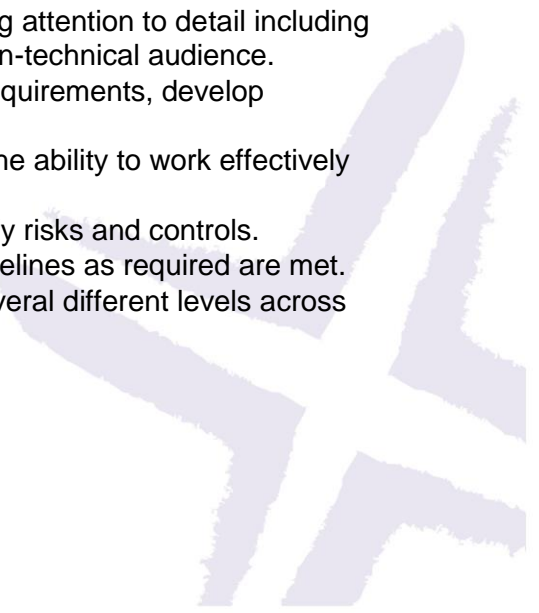
Who You Are

The ideal candidate has:

- Sound knowledge of Generally Accepted Accounting Principles (GAAP), property management, computer operations, and maintenance principles
- Working knowledge of COSO and/or other internal controls frameworks
- Intermediate/Advanced knowledge of MS Excel.
- Excellent verbal and written communication skills with strong attention to detail including the ability to communicate complex technical issues to a non-technical audience.
- Strong analytical skills needed to assess needs, interpret requirements, develop workflow and resolve issues.
- Strong team, interpersonal and communication skills, with the ability to work effectively both independently and as a team member
- Ability to quickly understand business processes and identify risks and controls.
- Ability to handle and prioritize multiple projects ensuring timelines as required are met.
- Ability to plan, schedule and work collaboratively across several different levels across CRH.

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- Ability to work effectively with senior management and support staff to enhance professionalism, productivity and team achievement.

Our Commitment to you

At *Capital Region Housing*, we make significant investments in our people, which is why we take great care to hire those who we believe will thrive in CRH over the long term. We are nurturing a unique corporate culture that sets us apart and provides:

- Extensive extended health benefits including vision, dental and prescriptions
- Defined Benefits Pension Plan (LAPP)
- Generous Training & Development
- Adequate Vacation Time

Your tangibles:

- Bachelor of Commerce or Business Administration degree
- CPA (CA, CMA, or CGA) and/or CIA designation.
- Minimum of five years of progressive experience related to internal controls and risk management.
- Strong critical analysis and documentation of processes and controls is required.

How to Apply

Interested applicants must send in a resume with a cover letter explaining why they are interested in the position and why they believe they would be a strong candidate. The resume should set out relevant work experience and any volunteer experience that provides a picture of how the candidate fits with the position requirements. Please enter "Manager, Internal Controls and the Competition #1818 in the subject line of your email.

We thank all applicants for their interest. Only individuals selected for interviews will be contacted. The successful applicant will be required to undergo a Police Information Check.

Send cover letter and resume to: Human Resources and Corporate Services
Capital Region Housing Corporation
Email: resumes@crhc.ca

Closing Date: Tuesday, May 22nd, 2018 at 4:30 pm

Competition # 1818

