



Applicant Instructions:

All applicants are required to submit two documents (emailed as one submission):

1. Resume with the months and years at each position
2. Qualifications Matrix (see below)

Qualifications Matrix:

PART A: Eligibility to work in Canada	Confirmation is required
PART B: Willing and able to travel within BC	Confirmation is required
PART C: Education	You must clearly demonstrate HOW , WHEN , and WHERE you met the required education
PART D: Experience	You must clearly demonstrate HOW , WHEN , and WHERE you gained <u>each</u> type of required experience
Evidence of all essential qualifications listed above must be clearly presented for an application to be screened to the next phase in the competitive process. Failure to provide the above information in the format required will result in your application not being advanced in the selection process. <u>Please limit this qualification matrix to a maximum of four pages.</u>	

IMPORTANT:

Information on your described skills, experience, etc. provided in the qualification matrix must be supported by your resume (including month/year of start and end dates)

It is NOT sufficient to only state:

- Qualifications are met; or
- See resume; or
- To provide a listing of current or past responsibilities.

The job questionnaire is not intended to be a duplication of your resume.

PART A: ELIGIBILITY
APPLICANT NAME:
To be considered for this opportunity you must be immediately eligible to accept employment in Canada.
Please confirm YOUR CURRENT CITIZENSHIP/IMMIGRATION STATUS ALLOWS YOU TO ACCEPT EMPLOYMENT IN CANADA.



<input type="checkbox"/> YES	<input type="checkbox"/> NO
<p>To be considered for this opportunity you must have Canadian citizenship or permanent residency status and be immediately eligible to accept employment in Canada. Please select the response that best describes your current legal entitlement to work in Canada:</p> <p><input type="checkbox"/> I am a Canadian citizen or permanent resident</p> <p><input type="checkbox"/> I have a valid temporary work permit</p> <p><input type="checkbox"/> None of the above</p>	

PART B: ABILITY TO TRAVEL
<p>To be considered for this opportunity, you must be willing and able to travel within the province to conduct field work, as needed</p> <p><input type="checkbox"/> Yes, I am willing and able to travel within B.C.</p> <p><input type="checkbox"/> No, I am not willing and able to travel within B.C.</p>

PART C: EDUCATION
<p>EDUCATION REQUIREMENT: Membership, or eligibility for membership, in good standing with CPABC.</p> <p>Notes:</p> <p><i>Applicants who have attained their CPA designation after 2015 must demonstrate the successful completion of the assurance module.</i></p> <p><i>Successful applicants with an international accounting designation will be asked to complete the steps necessary in order to obtain a Canadian CPA designation. If applicable, please provide details.</i></p>



PART D: EXPERIENCE

EXPERIENCE REQUIREMENT #1: A minimum 2 years related experience conducting financial statement audits, including responsibility for planning, conducting, and reporting audit activities.

Note: At least 1 of the 2 years related experience must have been within the past 3 years

PREFERENCE #1: Working knowledge and experience with General Information Technology Controls (GITC) standards.

PREFERENCE #2: Working knowledge and experience with CaseWare audit software.

PREFERENCE #3: Working knowledge and experience with Public Sector Accounting Standards.



WHERE DID YOU HEAR ABOUT US?

Please tell us where you heard about this position (LinkedIn, CPA BC, BC Public Service Job Board, Indeed, word of mouth, etc.)