



## **JOB DESCRIPTION - MANAGER, RISK & COMPLIANCE SERVICES**

Reports to: Principal and/or Partner

### **About Invictus Accounting Group LLP**

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We are not your typical CPA firm.

Located in the heart of downtown Vancouver, our 70 plus team members provide consulting, accounting and tax advisory for publicly listed and privately held companies. We are creative problem solvers, strategic thinkers, and love what we do. Our team members provide industry-like services (such as Controller, Director of Finance, Director of Internal Audit, CFO) while benefitting from client variety, camaraderie, and professional atmosphere of public practice. We focus on providing top-tier advisory services, and we have built strong relationships with our clients and both national and mid-tier audit firms.

Committed to balance, Invictus' work environment ensures flexibility and family are as important as professionalism and premier service. To accomplish this we developed a proprietary "Great Eight" methodology and training system which teaches our team members to consistently have highly effective and balanced eight-hour workdays (and it works!). Our diverse and challenging work, as well as fun, team-oriented atmosphere are just a couple of the reasons we have very low employee turnover, and a rapidly growing team.

### **Job Overview**

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As part of Invictus' Risk and Compliance advisory team, this is an exciting opportunity to lead risk-based advisory projects for a diverse client base. The Manager, Risk and Compliance Advisory (the "**Manager**") is part of an advisory team that helps create value through governance, risk management and compliance services. The Manager will be responsible to plan, execute, and report on projects including audits of internal controls over financial reporting, compliance reviews and other advisory projects.

### **Key Accountabilities and Responsibilities**

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**Management Responsibility:** As a member of the Risk and Compliance team, leads audit advisory projects, including the development of audit plans, management of staff in the execution of audit advisory projects, and reporting of project results to clients, while exercising project management skills to ensure all projects are completed on target.

**Service Orientation:** Establishes professional relationships with client personnel, building trust in our advisory capacity with them. Maintains a strong service orientation, ensuring open and effective communication with clients. As part of client engagements, provides value-added, practical and pragmatic recommendations on remediation and improvement strategies.

**Quality Assurance:** Ensures maintenance of high standards and quality of audit advisory projects through the preparation and review of audit programs, working papers, and audit reports.

**Staff Management & Development:** Contributes to the establishment of a clear definition of responsibility for each member of the team, the ongoing management, mentorship and support of staff, and effective employee performance management. The Manager will contribute to the team-based office culture, promoting open and transparent communication with all team members.

### **Education and Professional Skillset Requirements**

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**Experience:** Minimum four years progressively responsible experience in consulting or auditing, in public practice or with a publicly traded company, in any of the following fields: (i) internal audit; (ii) external audit; (iii) information systems auditing.

**Education:** A professional accounting designation (CPA). A CISA or CIA designation is considered an asset.

**Technical Expertise:** Proficiency in risk-based auditing techniques and risk assessment, and an understanding of Sarbanes-Oxley 404 and National Instrument 52-109. Demonstrated ability to assess design and operating effectiveness of policies, processes, procedures, and standards.

**Project Management:** Strong project management and people management experience including ability to supervise staff.

**Style:** Collaborative, team-oriented, high-energy, self-motivated, smart, performance driven, multi-tasker, confident. A strong commitment to professional and client service excellence. Contributes to a fun, social and successful work environment.

**Language:** Ability to communicate clearly and effectively, both orally and in writing, in English. Proficiency in Spanish and/or French is considered an asset.

### **Compensation**

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Invictus offers industry-competitive salaries, annual bonus opportunities, paid vacation and sick time, a health savings account, and professional development opportunities. Invictus is dedicated to helping all employees achieve work-life balance, valuing family and flexibility equally with professionalism and premier service.

### **To Apply**

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Please submit your resume when applying on LinkedIn.