



**Notice of Vacancy for Full-Time Director of Finance
YOUR QUICK GATEWAY (Windsor) Inc.**

Windsor International Airport (“YQG”) is owned by the City of Windsor and operated by Your Quick Gateway (Windsor) Inc., a federal share corporation of the City of Windsor. In November 2007, the City approved a long-term management contract for the operations of the Airport to Your Quick Gateway (Windsor) Inc., under the direction of an independent Board of Directors.

As a key transportation asset, YQG is centrally located within the City of Windsor, the 16th largest census metropolitan area in Canada and the Region of Essex County with a population of approximately 420,000 people. It is the only business and general aviation airport, serving the surrounding communities of Essex and Kent County, situated on an International border between Canada and the United States, with a population approaching 7.7 million within a 45 minute drive.

**Windsor International Airport (“YQG”) is currently seeking a full-time
Director of Finance**

Reporting to the Chief Executive Officer, this position will be responsible to assist on all matters of financial significance ensuring optimal fiscal management of resources and assets. This position oversees and manages all functional activities associated with budget preparation, reporting and financial analysis and forecasting, preparation of the annual financial statements and associated year-end audit working papers, oversight of the payroll function and money room operations as well as the review and development of applicable financial policies and procedures. Preparation of Board of Directors’ reports and presentation of those reports to the Board and related Committees is required on an as needed basis. The successful applicant will plan, direct and coordinate all YQG accounting operational functions, including training and retaining competent accounting staff.

Windsor International Airport YQG is an OMERS Employer

To be successful in this position, you must have a recognized designation in accounting (i.e. CPA) or acceptable equivalency as recognized by applicable regulatory body. Must have strong knowledge of accounting systems, budgets, internal controls, business planning and asset management as well knowledge in some key financial components such as: analyzing financial data, forecasting, developing strategies to optimize financial resources, understanding and interpreting financial reports, working with financial models, developing and implementing internal controls and key performance measures(KPIs). You must have proven leadership skills, highly developed time management skills, proven organizational skills, and an ability to build strong business relationships. Previous work in a Municipality will be considered an asset.

A Certificate in Risk Management will be considered a definite asset.

You must hold or have the ability to obtain and maintain the appropriate level of Airport Security Clearance. Posting closes Friday, March 20, 2020 at 4:30 PM

Please to <https://cityofwindsor.applytojob.com/apply/0jE1w0MU04/Director-of-Finance>