



**YYJ**

VICTORIA  
INTERNATIONAL  
AIRPORT

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Sidney, BC, Canada V8L 5V4

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## JOB POSTING

### Financial Analyst (2 Year Temporary)

Competition No. #2025-09

Starting Hourly Rate: \$42.73 (after completion of 6-month probation: \$44.98)

Classification Band 6

*Victoria International Airport (YYJ) is the 11th busiest airport in Canada and is located on the homelands of the WSÁNEĆ People whose historical relationship to the land continues to this day. YYJ has been rated one of the top ten most-loved airports in the world by CNN Travel and has been named one of BC's Top Employers annually since 2020. Winner of the best regional airport in North America award by Airports Council International in 2012, 2014, 2020 and 2024, YYJ provides a safe, secure, sustainable, and efficient airport that creates prosperity for our region by connecting Greater Victoria with the world. Victoria Airport Authority has managed the operations at YYJ on behalf of the surrounding communities since April 1, 1997.*

#### **Career Opportunity:**

Are you a numbers-driven problem solver looking to make an impact in a dynamic, community-focused organization? Victoria Airport Authority (VAA) is seeking a Financial Analyst for a 2-year temporary assignment—a unique opportunity to contribute your expertise while working on meaningful projects that support the continued success of one of Canada's top airports.

You'll work closely with colleagues across the organization, offering insights that inform decision-making, assist with audits, and contribute to budgeting and forecasting efforts. This unionized position offers a 37.5-hour work week during regular administrative office hours. Reporting to the Manager, Finance and Accounting, you'll be a key member of the Finance & Accounting team, responsible for managing month-end entries, financial reports for operating and capital budgets, reconciliations, quarterly and annual statements for internal and external stakeholders, and the asset depreciation database. In addition to a competitive compensation package, this role offers a comprehensive benefits package.

If you're looking to take on a fulfilling 2-year challenge where your financial expertise will be valued, and your work will truly matter—apply now and become a team member of the Victoria Airport Authority!

#### **Requirements:**

The ideal candidate will have:

##### ***Key Qualifications:***

- **Education & Experience:** Bachelor's degree in Commerce, Accounting, or related field. Completion of, or eligibility for, the CPA Professional Education Program (CPA PEP). Minimum 4 years of recent and relevant experience in a financial analyst or similar role. Equivalent combinations of education and experience may be considered.
- **Skills & Knowledge:**

- Proficiency with accounting software (e.g., Sage 300, Excel, and AARMS or similar systems).
  - Strong understanding of accounting processes, financial reporting, budgeting, and forecasting.
  - Solid knowledge of Not for Profit and ASPE accounting standards
  - Skilled in financial statement preparation, audit support, and variance analysis.
  - Ability to interpret and communicate complex financial data to non-financial stakeholders.
  - Excellent written and verbal communication skills.
  - Ability to build effective relationships across departments and deliver high-quality customer service.
  - Self-motivated and detail-oriented with strong organizational skills.
  - Able to prioritize tasks and manage multiple deadlines in a dynamic environment.
- **Additional Requirements:**
    - A valid Class 5 BC driver's license is required.
    - Must pass and maintain enhanced airport security clearance (RAIC) as a condition of employment.

Please refer to the full list of Requirements and Duties as found in the job description on [VAA's website](#).

An eligibility list to fill future vacancies may be created.

### VAA Values

VAA has an incredibly bright future ahead and its success depends entirely on our team of very talented, dedicated staff. We want to ensure VAA is an environment where our people thrive and is an organization where people are proud to work, where our culture is admired and where career aspirations are fulfilled. At VAA we're proud to be living our Values:

<b>People</b>	We work as a team, supporting and respecting one another to bring out the best in each of us.
<b>Excellence</b>	We lead in safety, quality, and innovation to create exceptional experiences.
<b>Integrity</b>	We ensure that honesty, equity, and accountability are the cornerstones of everything we do.
<b>Community</b>	We foster meaningful relationships through service excellence and responsible stewardship.

### Applications:

If you're excited about contributing your financial expertise to a forward-thinking, community-minded organization, we'd love to hear from you. Interested applicants may submit their Cover Letter and Resume quoting Competition #2025-09 by 4:00 pm, Friday May 2, 2025 to Agilus Work Solutions [arsenault@agilus.ca](mailto:arsenault@agilus.ca).

VAA is located on the homelands of the WSÁNEĆ People and as a result, qualified self-identified Indigenous applicants are encouraged to apply and may be given preference during the recruiting and selection process.

VAA values inclusion and accessibility and is committed to providing reasonable accommodations for applicants and employees with disabilities. If reasonable accommodation is needed to take part in the job application or interview process, please contact [humanresources@yyj.ca](mailto:humanresources@yyj.ca).

**Please ensure your application clearly identifies how you meet the education, experience, and knowledge requirements stated in the job description. Applicants must be legally entitled to work in Canada.**

**We sincerely appreciate the interest of all applicants; however, only those selected for further consideration will be *contacted*.**

*\*An equivalent combination of recent, related education and experience may be considered.*

*\*\* The Restricted Area Identification Card (RAIC) is a security pass issued by local airport authorities to all non-passengers working in the restricted areas of airports.*