



FINANCIAL ACCOUNTANT

Are you passionate about numbers and meticulous about financial details? We're on the lookout for a talented Financial Accountant to join our team and help drive our financial operations to new heights!

Samaritan's Purse is a Christian international relief organization providing spiritual and physical aid to hurting people around the world. Since 1970, Samaritan's Purse has helped meet the needs of people who are victims of war, poverty, natural disasters, disease, and famine with the purpose of sharing God's love through His Son, Jesus Christ.

As the Financial Accountant, you will play a crucial role in managing essential accounting activities, including accounts payable, bank account analysis/reconciliation, and general ledger management. As an integral member of the Finance department, this role will help SPC carry out its mission and objectives through participation in daily prayer ministry.

The successful candidate will fulfill a full-time one-year contract position in the Calgary head office with an anticipated start date set for July 2024. This position includes benefits of life insurance, medical/dental and short term/long term disability and 15 days of vacation per year to start.

Apply now and become a catalyst for hope and compassion. Your journey with Samaritan's Purse Canada awaits!

Key responsibilities include but not limited to:

- Receives, processes, and sends all wire transfer payments, coordinating with the Programs & Projects department on timing and related details
- Processes all accounts payable transactions
- Manages US cash balances, ensuring the accurate application of exchange rates
- Prepares monthly bank reconciliations for all accounts, working closely with Donor Services to resolve any donation handling issues that affect reconciliations
- Oversees the accounting for Operation Christmas Child deposits, including reconciliation and reporting, and serves as the primary liaison with Donor Services for follow-up actions
- Prepares and reconciles month-end financial reports
- Assists in the preparation of the annual budget and maintains familiarity with budget line items for accurate expenditure coding

Qualifications:

- Qualified applicants must be committed to Christian values and precepts and be in agreement with the SPC Statement of Faith
- Accounting degree or 5 years equivalent workplace experience
- Experience with fund accounting preferred
- Experience in reconciling with multiple currencies
- Experience in internal project and workplace audits
- Proficient in Microsoft Office Suite, especially Excel
- Proficient in accounting methods, proper internal control practices and financial systems

Note: Staff must be in agreement with the Samaritan's Purse Statement of Faith and be committed to Biblical values, precepts and conduct. We thank all applicants for their interest; however, only qualified candidates will be contacted for an interview.

No phone calls please.



- Familiarity with government requirements and regulations for charities
- Ability to maintain confidentiality of records and information
- Experience with Serenic and CRM software is an asset

Contact Information:

To respond to this opportunity, please forward your resume together with a cover letter detailing your passion for Christian ministry employment to:

Attention: Human Resources
20 Hopewell Way NE, Calgary, AB T3J 5H5
Email: employment@samaritan.ca

Application Deadline: June 16, 2024

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