

**Job Class Profile: Fisheries Financial Analyst****Pay Level: CG-35 Point Band: 766-789**

Factor	Knowledge	Interpersonal Skills	Physical Effort	Concentration	Complexity	Accountability & Decision Making	Impact	Development and Leadership	Environmental Working Conditions	Total Points
Rating	6	4	2	4	5	5	5	1	2	
Points	280	67	13	19	150	108	103	21	21	782

**JOB SUMMARY**

The Fisheries Financial Analyst performs financial analysis work related to the development, implementation and assessment of assistance programs to the fisheries sector.

**Key and Periodic Activities:**

- Analyzes the effectiveness of departmental financial programs to the fishing industry, and participates in the development of new programs and policies to ensure that they will promote the overall viability of the fisheries sector.
- Conducts the overall analysis of financial assistance proposals from the private sector, including the feasibility and viability of individual proposals, through the analysis of financial statements and business plans and recommends whether or not financial assistance should be provided in support of individual proposals.
- Provides advice and detailed analysis with respect to the monitoring of fish processing and fish harvesting concerns in which government has a vested interest by identifying problem areas and recommending solutions that are economically viable and socially beneficial.
- Provides direction, guidance and advice to other department officials, and company management where appropriate, on matters related to the preparation of individual projects and programs.
- Prepares periodic assessment reports on the overall financial status of individual fish processing firms which may be assisted financially through departmental programs or government programs in general.

**SKILL****Knowledge****General and Specific Knowledge:**

- Knowledge of Financial Management and Accounting Standards
- Knowledge of various information management applications and systems.

**Formal Education and/or Certification(s):**

- Minimum: Graduation from an approved college or university with a Degree in Commerce or Business Administration, supplemented by completion of a nationally recognized accounting

program

**Years of Experience:**

- Minimum: 3- 5 years of experience in financial analysis in government or industry, preferably related to the fisheries sector

**Competencies:**

- Strong problem solving and analytical skills.
- Ability to provide direction and advice to others.

**Interpersonal Skills**

- A range of interpersonal skills are used to perform activities such as listening to information from others, asking questions to get information, and gaining the cooperation of others to complete work assignments.
- Communication occurs with employees in the immediate work area, employees within the department, supervisors or managers and private sector fisheries organizations.
- Most significant contacts are employees in the immediate work area, employees within the department, and employees of the fishing industry.
- Interactions include listening to give proper advice or direction, requesting and receiving information regarding proposals, communicating complex financial information, and working in a confidential environment.

**EFFORT**

**Physical Effort**

- Work demands do not result in considerable fatigue requiring periods of rest.
- Work provides the opportunity to occasionally stand and walk within the office environment.
- Fine finger/precision work while analyzing financial information and proposals.
- There may be an occasional requirement to lift/move objects, such as files and records up to 10 lbs.

**Concentration**

- **Visual** concentration is required in creating and reviewing electronic documents and files.
- **Auditory** concentration is constantly required to ensure an understanding of the information being requested.
- Work is subject to occasional **time pressures and interruptions** and of the employee has a lack of **control over the work pace**.

**Complexity**

- Work typically involves tasks that are similar and require similar knowledge and skills.
- Work requires the overall analysis of financial assistance proposals from the private sector, including the feasibility and viability of individual proposals, through the analysis of financial statements and business plans and recommends whether or not financial assistance should be provided in support of individual proposals.

## RESPONSIBILITY

<b>Accountability and Decision-Making</b>
<ul style="list-style-type: none"> <li>— Work tasks are generally prescribed or controlled.</li> <li>— Work is performed with considerable independence and initiative under the general direction of a superior who reviews work through discussions, review of reports and observation of overall results achieved.</li> <li>— Discretion is used when conducting financial analysis.</li> </ul>
<b>Impact</b>
<ul style="list-style-type: none"> <li>— Impacts generally affect immediate work area, department, outside the department, industry and the general public.</li> <li>— Work activities impact processes, systems, information and finances.</li> <li>— Inaccurate reporting or analysis can affect the administrative, policy and industry development decisions made.</li> </ul>
<b>Development and Leadership of Others</b>
<ul style="list-style-type: none"> <li>— There is no supervision of staff.</li> <li>— Provides general advice and direction, consultation and assistance to government and representatives of the fisheries industry.</li> </ul>

## WORKING CONDITIONS

<b>Environmental Working Conditions</b>
<ul style="list-style-type: none"> <li>— There is no requirement for any special precautions or safety equipment.</li> <li>— There is limited likelihood for injuries or illnesses resulting from hazards.</li> <li>— Occasionally experiences unusual/distracting noise, glare from computer monitors and lack of privacy.</li> </ul>