

Senior Accountant (Time Duration)

Finance Department



Overview

If you are an enthusiastic, self-motivated individual who demonstrates initiative and want to work for a forward-thinking, creative employer, then this opportunity is for you! The Finance Department with the City of Chilliwack, a growing and vibrant community of 100,000 located 100 kilometers east of Vancouver, is seeking a dynamic individual to fill the full-time position of Senior Accountant.

Are you the one we're looking for?

The City of Chilliwack takes great pride in its focus on providing excellent service to its citizens and we are looking for a like-minded person to join our team. In this role in Finance, you will assist management to achieve an efficient operation in the Finance Department through reliable performance of accounting functions, observing and complying with municipal policies, and statutory requirements ensuring the safety and security of confidential material/matters pertaining to the Department's operation.

Reporting to the Manager of Accounting Services, the Senior Accountant will perform accounting work of considerable variety complexity, and responsibility. The work performed requires public sector accounting standard (PSAS) knowledge, local government finance experience, and the ability to work effectively within a team as well as independently. The incumbent will work under minimal supervision and use sound independent judgement. This role will primarily focus on financial and managerial accounting which can include capital assets management, job costing, and monthly budget review and analysis. Additionally, the successful candidate will play an active role in supporting the Emergency Operations Centre ("EOC") with financial oversight during emergency and crisis situations. The ideal candidate will have strong analytical skills, a thorough understanding of accounting principles, and the ability to thrive in high pressure environments. The incumbent will prepare working papers and audit files, and liaise with external auditors as necessary during the annual audit. They will also perform a variety of internal control and audit functions and assist with financial planning functions. The Senior Accountant will be required to perform other related duties as assigned.

Required Knowledge, Skills and Abilities:

- Bachelor's degree in an accounting or finance related field, or equivalent combination of education and experience;
- Minimum completion of CORE 1 and CORE 2 of the CPA Professional Education Program or equivalent;
- Minimum of 3-5 years of relevant accounting experience, preferably in capital asset management and job costing;
- Strong understanding of financial reporting, budgeting, and job costing;
- Ability to adapt to fast-paced, high-pressure environments, especially in emergency situations;
- Excellent attention to detail and problem-solving skills;
- Strong communication and interpersonal skills;
- Good knowledge of the functions, practices and procedures, bylaws, policies and regulations pertaining to the operation of the Finance Department;
- Ability to perform tasks with minimal supervision;
- Ability to establish and maintain an effective working relationship with department officials and other members of the staff.

The incumbent in this class will normally work the standard work week of Monday to Friday within the hours specified and on occasion work overtime as authorized. The incumbent, upon hiring, will have union dues deducted from source in accordance with the Collective Agreement.

How to Apply:

Competition Number: 2026-72

Wage: \$55.83 per hour (additional 10% for Chartered Professional Accountants)

Closing Date: September 20, 2026 at 4:30pm

Visit jobs.chilliwack.com to apply for this or other positions.