

Equity Financial Trust

Treasury Officer

Job Location: Toronto
Reports to: VP Finance
Employment Type: Permanent Full-Time

Company Overview:

We are a fast-growing mortgage lender with over one billion dollars of assets and our vision is to change the face of alternative lending in Canada. We seek to distinguish ourselves as an innovative and respected leader in the alternative lending market by investing in our people, partners and technology to drive innovation that redefines the customer experience. New core operating systems, newly designed open-concept office space and planned expansion to the western provinces are examples of how we are working toward our strategic goals.

The Finance team strives to be a strategic partner to senior management and the business by offering advice and financial expertise. Our goal is to offer our financial acumen and integrate our modelling capabilities throughout the organization to create value to the business. Specifically, the Treasury function of the Finance team will focus on cash management and deposit operations and maintaining investment broker relationship to promote effective back-office processes and a positive customer experience.

Overview of Position:

The Treasury Officer is responsible for assisting in the management of the daily liquidity inflows and outflows of the company. The individual will play a key role in back-office operations related to liquidity and investment positions and reporting on those positions.

Job Responsibilities:

Deposit Services

- Daily processing of GIC deposit applications received from brokers, including performing anti-money laundering (AML) procedures
- Manage the daily processes relating to nominee deposit services
- Regulatory reporting related to GIC deposits
- Fostering a relationship with deposit brokers as a first-point of contact to resolve issues
- Perform month-end closing activities
- Regulatory reporting related to deposits
- Special projects or ad hoc requests

Liquidity/Cash Management

- Prepare and monitor cash flow forecasts, including daily analysis of capital and liquidity positions
- Execute the transfer of funds across corporate bank accounts

- Liaising with relevant stakeholders to drive efficiency in cash management
- Perform basic financial modelling related to cash flows
- Monitor bank service fees and address quality issues
- Develop relationships with financial services providers
- Administration of corporate credit cards, including assistance in opening/closing new card accounts, managing card limits
- Prepare investment and hedging reconciliations
- Regulatory reporting related to liquidity

Requirements:

- 1 to 2 years of relevant experience in a related field
- Bachelor's Degree in Accounting/Finance/Business, or equivalent business experience
- Excellent written and verbal communication skills
- Strong Excel and data manipulation skills

Preferred:

- Financial services back-office experience
- Accounting designation (CPA, CMA or CPA, CGA) or progress towards a designation
- Detail-oriented
- Experience with Portfolio Plus is an asset
- Willingness and ability to adapt to changing responsibilities in a growing company

Compensation & Benefits:

- Salary: Market competitive, commensurate with experience
- Bonus: Target rate based on annual Performance Agreement
- Long-term incentive plan: Achievement of corporate milestones
- Benefits: Industry competitive health & dental, RRSP, vacation, paid leave days and more!