



1020 - 800 West Pender Street
Vancouver BC Canada V6C 2V6
Tel 604.684.6365 Fax 604.684.8092
1.800.667.2114
www.hdgold.com

Manager Financial Reporting

Location: Vancouver

Position Reports to: Chief Financial Officer and Controller

Company Name: Hunter Dickinson Services Inc.

Position Summary: Be a part of an entrepreneurial, multi-faceted finance team for a successful BC public mining company and group. We are seeking a dynamic Chartered Accountant for this newly created role who is looking for an environment where your technical knowledge will be able to shine and will have the opportunity to gain exposure to a broad range of operational, reporting, compliance, tax and finance issues.

Key Result Areas & Specific Responsibilities:

- Work with the CFO, Controller and Assistant Controller in the monitoring, review and/or preparation of quarterly and annual financial reporting documents (financials, MD&A, AIF, 20-F, 40-F, information circulars);
- Research and provide recommendations on accounting policies and interpretations relating to Canadian, US and International accounting rules including the conversion to IFRS;
- Development, documentation, implementation and monitoring of Sarbanes Oxley processes and procedures as they relate to financial reporting;
- Supporting the budgeting, forecasting, tax preparation and pro-forma process;
- Coordination of external and internal audits and working with legal counsel to ensure that all financial disclosures are met;
- Conducting training sessions on financial reporting matters;
- Work with senior financial management personnel in the preparation and presentation of quarterly financial results to the Audit Committee and Board;
- Assist in the preparation of the quarterly financial news release.

Position Requirements:

Qualifications, Skills & Experience:

- Professional Chartered Accountant designation;
- Public company, corporate level experience (either directly or through audit experience);
- 2-5 years post-designation experience;
- Proficient understanding of SOX, CDN and US GAAP and IFRS exposure;
- Experience within Mining, Heavy Industry or Natural resources sectors an advantage;
- Strong MS Office Suite skills.

Characteristics &/or Physical requirements:

- Thrives on effectively managing multiple and changing priorities in a dynamic environment;
- Excellent analytical and communication skills;
- Attention to detail is a fundamental requirement.