

Skilled, knowledgeable people are critical to the success of the CSI group of companies. There are career opportunities both within and across our group of companies. In support of your continuing career development and growth, we would like to bring to your attention the employment opportunities available within your own company and those currently available across all of the CSI group of companies.

Should you be interested in investigating these opportunities, please follow the instructions outlined in each job ad OR if you know of a potential candidate, please promote the opportunity.

Intra-Company Application Process:

Ideally all employees should feel confident in their ability to have an open and candid discussion with their immediate manager about career interests and career plans.

However, in recognition that not all employees may have this rapport with their manager, our intra-company application process will, as a first step, ensure that employees have the opportunity to investigate career opportunities with assurance that their initial interest will be held in strict confidence. Consequently, the following application process has been established:

1. If you are interested in an opportunity at one of the CSI group of companies, please contact the individual listed in the company job ad. They can provide you with details about the opportunity and will do a preliminary assessment as to your suitability for the position.
2. Should both you and the company wish to proceed further, you will go through the initial interview process.
3. After this initial interview if there is interest by both you and the company to move forward, you will be required to communicate your interest in this opportunity with your current manager. Human Resources will also be made aware of your interest and will make available to the hiring company performance related and other reference material.

Again, if required, confidentiality at the onset will allow you to investigate options across the CSI group of companies. However, once mutual interest is established, you will need to speak to your manager before the interview process continues. We believe that it is important that you initiate an open discussion with your current manager about your career interests and permit him/her to understand and respond to this interest.

HARRIS COMPUTER SYSTEMS FINANCIAL ANALYST

THE COMPANY

Harris has been providing complete Customer Information System (CIS) and Financial Management solutions exclusively to public and municipal utilities for over 32 years. Our track record speaks for itself. We are an experienced, solid company with proven solutions that are presently in use by over 200 customers across North America. We are a leading provider of powerful CIS and Financial solutions because of our specialized understanding of the electric, water and gas utility industry and our commitment to customer relationships.

Harris Computer Systems is a member of the [Constellation Software Inc.](#) group of companies. Constellation Software is a rapidly growing conglomerate of vertical market software (VMS) companies; each focused upon dominating its respective market niche. Constellation's growth is based on a simple strategy: identify promising VMS firms; acquire them; and then integrate them into the Constellation family while building on their fundamental strengths to help them become world class organizations.

JOB SUMMARY

Harris Computer Systems is seeking a Financial Analyst to work closely with the divisional Controller and the Senior Management team in providing financial support and analysis for the division. .

JOB RELATIONSHIPS

- A. Reports to: Divisional Controller
- B. Interrelationships: Divisional GM & Vice Presidents
CFO, VP Finance and Director of Finance

JOB DUTIES & RESPONSIBILITIES

- Tracking, forecasting and analyzing maintenance revenues and proactively advising the controller of any unusual changes or attrition in any given month;
- Preparing revenue recognition schedules and related journal entries for software implementation contracts. These contracts are accounted for using the percent complete method;
- Preparing monthly journal entries and account reconciliations for various accounts;
- Assisting in the management of divisional work-in-process and accounts receivable including oversight of the collections process;
- Understanding the divisional operations and how they drive the financial results;
- Providing support to the divisional GM and VP's as needed;
- Preparing information requests and responding to questions during quarterly reviews and the annual audit; and
- Special projects & ad hoc reporting as required.

ESSENTIAL QUALIFICATIONS

To meet this challenge you must possess a high level of initiative and energy as required to succeed in a fast-paced evolving environment, as well as **several** of the following skills:

- Excellent analytical, research and problem solving skills;
- Advanced knowledge of MS Excel;
- Strong communication and people skills;
- Ability to meet deadlines in a rapidly changing business environment;
- Ability to work independently and balance competing demands;
- Knowledge of Great Plains is an asset;

EDUCATION

Preference will be given to candidates with an undergraduate degree in business, finance or accounting. Enrollment in a professional accounting designation program is an asset.

SALARY

Salary will be commensurate with experience and job responsibilities. Harris offers excellent fringe benefits including a generous vacation policy and health, dental, life and disability insurance.

Please mail, fax or e-mail your resume to the Human Resource Coordinator at:

Harris Computer Systems
1 Antares Drive, Suite 400
Ottawa, Ontario K2E 8C4
Fax: (613) 226-3377
Email: hr@harriscomputer.com

NO TELEPHONE CALLS PLEASE

Please feel free to browse our website for further information at
www.harriscomputer.com

“An Equal Opportunity Employer”