



**Chief Financial Officer & Chief Administrative Officer  
Toronto**

The Canada Infrastructure Bank (CIB) is working in partnership with governments, Indigenous communities and the private sector to invest \$35 billion in infrastructure that benefits Canadians. By attracting and leveraging private sector and institutional investment in revenue-generating infrastructure projects in the public interest, we are building a portfolio of investments in key sectors including transit, clean power, green infrastructure, trade & transportation and broadband that will foster economic growth, connect Canadians and contribute to the sustainability of infrastructure in Canada.

The CFO & CAO would oversee the financial and corporate operations of the organization. Responsibilities include the ongoing development of financial and operational strategy, budget management and financial reporting, investment and general accounting, and investment risk management. Additionally, this role will be responsible for overseeing corporate operations, the provision of day-to-day oversight and management of functional leads, and the overall direction to administrative functions, in the areas of Finance, Risk Management, Technology, Human Resources and Administration.

The ideal candidate for this position has 15+ years of increasing leadership experience in a financial services firm, professional services, or a Crown corporation, preferably a Master's degree in Business, Finance or Accounting, and a Professional accounting designation (CPA).

**Your responsibilities include**

- Provide direction and leadership to all staff assigned to finance and corporate services functions (i.e., Finance, Technology, Human Resources, Risk Management, Administration)
- Report to the CEO on key financial and operational issues, and actively participate as a member of the Executive Committee, Management Investment Committee, and Portfolio Review Committee.
- Oversee evolution of financial, corporate services strategic plans and operating policy controls, procedures, and standards
- Provide a financial perspective in the formulation, administration and continuing evaluation and execution of CIB's strategy and policies
- Establish and manage key finance processes, including budgeting, accounting, treasury management, issuance of financial information and compliance with financial and other regulations
- Continue to develop the enterprise risk function and in particular, investment risk management
- Continue to evolve and enhance the company's technology, with the implementation of new software tools to increase efficiency in information management
- Measure and monitor performance and effectiveness against corporate objectives and key performance indicators
- Work in consultation with CIB leadership to drive quality improvement strategies, reaping greater efficiency, effectiveness, teamwork and cost savings; drive daily operational effectiveness, helping to develop and implement the CIB corporate plan and objectives



- Supporting CIB leadership in the development of a human capital strategy, review of compensation plans and metrics, as well as ongoing performance management and career development tools
- Oversee real estate and facilities to ensure CIB offices and systems meet daily needs of staff and external partners
- Work to ensure effective information and technology management practices
- In collaboration with the Communications, Public Affairs and Policy team, liaise with and deliver necessary reporting to key stakeholders in the governance framework (i.e., Minister of Infrastructure and Communities, Infrastructure Canada, Finance Canada, Receiver General, Treasury Board, External Auditors (including the Auditor General of Canada), Regulators, and the CIB Board of Directors)
- Apply industry best practices in financial governance and managing business services
- Ad hoc projects, responsibilities, and committees consistent with a growing and evolving organization

### Your ideal profile

- 15+ years of increasing leadership experience in Finance and key Corporate Services functions, preferably with a Canadian financial services company, professional services, or Crown corporation
- Master's Degree in Business, Finance or Accounting from a recognized institution or equivalent business experience
- Professional accounting designation (CPA)
- Deep understanding of Canadian International Financial Reporting Standards (IFRS) and Public Sector Accounting Standards (PSAS)
- Must have experience with vendor contracts and designing policies that are fit for purpose.
- Strong leadership and managerial skills, with a proven ability to develop and manage high performing teams
- Proven track record working on or partnering with an Executive Team, as well as collaborating across a broad spectrum of stakeholders
- Experience in development and delivery of board level presentations, including strong knowledge of board governance principles.
- Excellent interpersonal and communication skills (written and oral)
- Bilingualism in French and English strongly preferred
- Strong numeracy, analytical and organizational skills
- Experience in leading and/or managing the transition of building a new organization would be considered an asset.

### Application

To apply for this position, please email your resume and cover letter to [careers@cib-bic.ca](mailto:careers@cib-bic.ca) with the Subject Line: **Chief Financial Officer & Chief Administrative Officer**.

We thank you for your interest. Only those selected for further screening or an interview will be contacted.

Don't forget to follow us on [LinkedIn](#) and on Twitter [@cib\\_en](#) or [@bic\\_fra](#)



At the CIB, we are committed to diversity and equitable access to employment opportunities. If you require an accommodation for the recruitment/interview process (including alternate formats of materials, or accessible meeting rooms or other accommodation), please let us know and we will work with you to meet your needs.

For more information on our company, visit [www.cib-bic.ca](http://www.cib-bic.ca).