



## **Supervisor of Cash Forecasting and Banking Operations**

### **Accountabilities:**

- Administer the Corporation's banking activities including payments, cash/loan positions, foreign exchange, investments, interest and fee payments and letters of credit.
- Support bank and other debt negotiations/renewals.
- Ensure the timely and accurate preparation of short, medium and long-term cash forecasts.
- Ensure accurate reporting of cash transactions.
- Accountable for utilizing forecasted cash flows to minimize loan balances, avoid overdraft positions and maximize interest revenue.
- Maintenance of approved policies and procedures governing banking, cash management activities.
- Administer the Corporate insurance program and support the annual renewal process.
- Supervises Treasury assistants.
- Accountable for special projects as assigned by management.
- Ensure effective development of people to meet future needs.
- Support direct reports to ensure they effectively manage the processes, people and systems in their area of accountability to meet the department objectives.
- Maintain effective cross-functional communications to optimize asset utilization; process flow and resource allocation within the department and across the organization.

### **Qualifications:**

- Must have an undergraduate or graduate degree in Accounting, Finance or Business (with an Accounting or Finance specialization)
- Must have a Canadian accounting designation (CA, CMA, CGA), or be in the Fifth level of the CGA Program or accepted into the CMA Strategic Leadership Program.
- Must have a minimum of 3 years banking or industry treasury experience.
- Must demonstrate advanced proficiency in Excel.
- Good working knowledge of Word and PowerPoint.
- Experience with cash forecasting and treasury practices and procedures are required.
- Strong organizational skills are required to complete multi-tasks within restrictive time frames.
- Requires excellent communication skills.
- Requires strong problem solving skills as well as the ability to identify and initiate opportunities for improvement.
- Ability to work independently with minimal supervision.
- Supervisory experience is beneficial.

**To be considered for this position, please submit your resume to [algoma.careers@essar.com](mailto:algoma.careers@essar.com) referencing the job title in the subject line. Only those applicants selected for an interview will be contacted.**