



Grand Challenges Canada®
Grands Défis Canada

Position: Finance Co-op Student 2019-2020
Site: MaRS Discovery Tower
Department: Finance - Grand Challenges Canada
Status: Temporary Full-time (8 - 12 Months)

Grand Challenges Canada is dedicated to supporting Bold Ideas with Big Impact®. Funded by the Government of Canada and other partners, Grand Challenges Canada funds innovators in low- and middle-income countries and Canada. The bold ideas Grand Challenges Canada supports integrate science and technology, social and business innovation - known as Integrated Innovation®.

One of the largest impact-first investors in Canada, and with a feminist investment approach, Grand Challenges Canada has supported a pipeline of over 1000 innovations in more than 80 countries. Grand Challenges Canada estimates that these innovations have the potential to save up to 1 million lives and improve up to 28 million lives by 2030.

As a Finance Co-op student you are an adaptable, proactive individual with a strong willingness to learn and enjoy working in a fast-paced environment. The responsibilities of the Co-op student is to assist the Compliance Unit review innovators activities in-house. The Co-op student will help conduct compliance assessments and audits on innovator projects; and will also assist the Compliance Unit in drawing conclusions on the adequacy of the organizations' due diligence processes and funder compliance.

Responsibilities:

- Assist the Innovator Compliance Unit in conducting compliance assessments, spot-check audits, innovator information sessions on GCC funded projects for selected projects
- Perform innovator compliance assessments and audits in-house
- Assist in the development of compliance/audit objectives, scopes, audit programs, and compliance tests in collaboration with the Finance and Programs Teams
- Prepare compliance reports and presentations ensuring they are clear, concise and well organized
- Ensure proper execution of compliance/audit procedures and adequate documentation for findings
- Prepare memos for the Audit & Finance Committee
- Other related duties as assigned



Grand Challenges Canada®
Grands Défis Canada

Qualifications:

- Working towards an undergraduate degree in Business Administration, Commerce, Accounting or Finance or equivalent program, minimum 3rd year completed
 - Experience with Microsoft Office, specifically Excel
 - Knowledge of accounting practices, procedures and generally accepted accounting principles
 - Excellent organizational and time management skills
 - Excellent interpersonal and customer service skills
 - Excellent verbal and written communications skills
 - Meticulous attention to detail
 - Ability to work independently and within a team
 - Ability to work well under pressure and use good judgment in assessing difficult situations
 - Ability to maintain confidentiality
-