



Legislative
Assembly
Service

SASKATCHEWAN

Senior Manager, Financial Services Permanent, Full-time, on-site

If you are interested in this opportunity, please submit a cover letter and resume by **5:00 p.m. (CST) September 12, 2025** to:

Principal Director, Financial Services
Attention: Judith Majkut
Room #123 - 2405 Legislative Drive
Regina, Saskatchewan S4S 0B3
Tel: (306) 787-2338
E-mail: careers@legassembly.sk.ca

Please quote competition 1035937 in the subject of your email.

Clearly indicate in your resume or cover letter where and how you have gained the required knowledge and qualifications. Selections for interviews will be based on this information

Thank you for your expression of interest. Only candidates selected for interview will be contacted

Imagine working at the heart of Saskatchewan's democratic process, where your financial expertise doesn't just serve an organization—it sustains a parliamentary institution. Based in the historic Legislative Building in beautiful Wascana Park, this role offers the chance to grow, evolve, and contribute to something bigger. The LAS is dedicated to enhancing parliamentary democracy by providing impartial, non-partisan support to the Legislative Assembly. Our mission is to foster a transparent, participatory democracy, with a team committed to supporting the institution of Parliament for the people of Saskatchewan.

Reporting to the Principal Director of Financial Services, the Senior Manager leads day-to-day financial operations while also providing strategic oversight to ensure sound financial management practices, accountability, and service excellence across the branch. This role manages general administration, finance, procurement, capital asset management, forecasting and reporting. It also provides financial guidance, develops policies and procedures and the preparation of financial statements for both LAS and Statutory Officers.

What You'll Do:

- Lead delivery of day-to-day financial and administrative operations, including finance, procurement, and capital asset management.
- Oversee forecasting, budgeting, and the preparation of annual financial statements for LAS and Statutory Officers.
- Provide expert advice and recommendations on financial management, legislation, and policies.
- Develop and implement financial systems and procedures that ensure accountability and innovation.

What You Bring:

- Chartered Professional Accountant (CPA) designation with 3-5 years of relevant experience.
- Supervisory experience and proven ability to lead and develop a team.
- Strong analytical, problem-solving, and communication skills.
- Knowledge of parliamentary government and commitment to impartiality, confidentiality, and integrity.

This position offers an exceptional opportunity for a finance professional who is ready to lead, innovate, and make an impact in a unique and meaningful environment. Join our team and help shape the future of Saskatchewan's Legislative Assembly Service.

All employees of the Legislative Assembly Service are required to provide non-partisan, confidential service to all Members of the Legislative Assembly.

The successful candidate will need to provide a satisfactory criminal record check.

To learn more about the LAS, our vision, Mission and Values, and to find further information about the position, salary and benefits, please visit www.legassembly.sk.ca/about/employment/