



Supporting Human Services in Our Community

The DNSSAB helps people put an affordable roof over their heads, makes sure ambulances take them to hospital when needed, assists in finding affordable childcare, and is there when a little support can make a world of difference during a difficult

DNSSAB IS HIRING!

BULLETIN NO.: H2026-17
POSITION: Supervisor of Accounting - NDHC
DURATION: Non-Union, Permanent Full-Time

SALARY: \$92,956.32 to \$105,643.21
LOCATION: North Bay, ON

This position oversees the day-to-day financial operations of NDHC and ensuring the integrity, accuracy, and compliance of all accounting activities. This position provides leadership and supervision to accounting employees while supporting financial planning, budgeting, reporting, internal controls, audits, and regulatory compliance. This position must participate in the NDHC On-Call Rotation and respond to major emergencies after hours.

Qualifications:

- Two-year post-secondary diploma in Accounting, Finance or Business;
- Must participate in the NDHC On-Call Rotation after office hours and respond to major emergencies after hours.
- Professional accounting designation (CPA) is preferred or working toward designation;
- Minimum two (2) years of progressive accounting experience with a minimum of two (2) years of supervisory or leadership experience;
- Experience in municipal, non-profit, public-sector, social housing, or property management environments is preferred;
- Experience with budgeting, financial reporting, audits, and government-funded programs;
- Proficient in Excel with advanced spreadsheet skills (sensitivity analyses, forecasting, statistical analyses, NPV & capital budgeting, for example), MS Word, and PowerPoint;
- Working knowledge of MS Project, MS SharePoint, MS Dynamics NAV and Arcori considered an asset;
- Strong knowledge of accounting principles, financial reporting, budgeting, and internal controls;
- Knowledge of social housing funding models and applicable legislation is an asset;
- Strong analytical, organizational, problem-solving, and decision-making skills;
- Ability to manage multiple priorities and meet deadlines;
- Demonstrated leadership, teamwork, and interpersonal skills;
- High degree of professionalism, integrity, and confidentiality;
- Excellent attention to detail;
- Proven written and oral communication skills, including the ability to prepare reports, spreadsheets and detailed financial analysis;
- Sound working knowledge of office practices and procedures, internal controls and processes, based on approved policies and procedures;
- Ability to work individually and as a team with excellent organizational and multitasking skills;
- Must possess a valid Ontario Driver's License and have a vehicle available for use on the job;

Full-Time Permanent Employees Enjoy:

- OMERS Pension Plan
- Health, Dental, Vision, Life and Long-term Disability (LTD) Benefits
- Generous Vacation Entitlement
- Paid Sick Days
- Employee Assistance Program
- Wellness Activities
- Annual Staff Development Day
- Long-Service & Retirement Recognition
- A Psychologically Safe Workspace
- The Right to Disconnect
- Commitment to Diversity & Inclusion

Must be legally eligible to work in Canada. Police Record Check within three (3) months is a requirement.

This position is for an existing vacancy. Applicants must submit a current resume with a cover letter to the Human Resources Department by email at jobs@dnssab.ca indicating how their qualifications meet the requirements specified in the bulletin. Please ensure to indicate the bulletin number and position title for the specified posting you are applying for. Applications for the above position will be accepted up to 4:30pm, Friday, September 18, 2026.

DNSSAB is an equal opportunity employer. In accordance with DNSSAB's Accessibility Policy, accommodations will be provided in all parts of the hiring process. We thank all applicants for their interest. An acknowledgement will be sent only to those candidates who will be interviewed. Applicants are encouraged to make their needs known to Human Resources in advance. DNSSAB does not use artificial intelligence or automated decision-making tools at any stage of recruitment.