

## **Finance Manager (Manager II)**

**Recruitment number:** FRS-1420-Sept09

### **Required supplemental questions**

- All applicants must submit a written or typed response to each of the following.
  - The responses must be addressed individually and included with the application on a separate sheet(s).
  - Write your telephone number, including the area code, in the upper right corner of each page, but not your name.
  - Your responses will be used as part of your application evaluation.
1. **Describe your experience developing, implementing and monitoring the effectiveness of internal controls. Provide background on the scope and breadth of your experience.**
  2. **Give examples of your experience budgeting for and operating programs with multiple funding sources, including the relative sizes, types of funding and fund accounting. What challenges did you encounter? How did you assure that dedicated funds were expended only for permitted activities within the program?**
  3. **What types of enterprise-based operations have you worked with? What was the primary revenue stream? What techniques have you used for forecasting enterprise revenues and expenditures?**
  4. **Describe your preferred approach to business case development and analysis. How do you view the respective responsibilities of finance staff and program or project staff?**
  5. **What techniques have you used to convey complex financial information to both technical and non-technical audiences?**