



## **Specialisterne Canada is recruiting!**

**Specialisterne Canada specializes in working with businesses to hire people on the autism spectrum, or who face similar barriers to employment. Presently, Specialisterne Canada is working with some of Canada's leading companies to recruit for roles across Ontario.**

Specialisterne Canada provides recruitment, staffing solutions and management support to businesses interested in employing the skills and talents of neurodiverse people. A different perspective or an alternative communication style can be a great asset to any employer, yet because of standard recruitment processes and management practices, many people face systematic barriers to accessing and maintaining employment. Our process is designed to avoid these barriers.

Specialisterne is currently recruiting for eight different roles. Descriptions are provided below.

### **Role Descriptions**

**FINANCIAL ANALYST  
TD Canada Trust  
Full-time, Permanent  
Toronto**

**Does applying a strong attention to detail to analyze, forecast and report on the business's financial status seem like something you would be interested in doing? If so, this role may be a good one for you.**

#### **Here is what you will do:**

- Extract monthly business performance data from various systems
- Perform analysis of business performance data in support of monthly financial planning, reporting, and forecasting
- Distill large amounts of data into clear, concise analysis and communicate findings
- Identify any variation from the stated plans and investigate causes of variations
- Perform month-end, quarter-end, and year-end financial closing activities
- Coordinate quarterly forecasting & planning efforts
- Participate in process improvement and the development of new financial models and methodologies to support the business

#### **In performing this role, you will:**

- Have a university degree, college diploma or equivalent experience in business, economics or finance as well as some relevant work experience
- Apply your analytical skills in assessing finance and business issues to provide observations and recommendations to management
- Communicate financial updates to colleagues and managers using your basic to intermediate skills in PowerPoint



- Use your intermediate or advanced skills in MS Excel to build financial models and reports
- Apply a strong attention to detail in carrying out a regular schedule of monthly activities

**Nice to have:**

- Working knowledge of Oracle Hyperion Smartview, QMF, BIF, Inuit Quickbase, Oracle Business Intelligence
- An accounting designation or working towards one

## **GLOBAL CREDIT TRADING P&L ANALYST**

**TD Canada Trust**

**Full-time, Permanent**

**Toronto**

**Do you enjoy working with numbers? Does following documented procedures to prepare financial statements and investigate errors sound interesting to you?**

**Here is what you will do:**

- Generate profit and loss (P&L) statements by following established procedures and guidelines
- Investigate differences in P&L in a timely manner and report any issues to management and relevant stakeholders
- When needed, reach out to other teams and stakeholders to gather information to support your P&L investigation
- Complete end of period accounting and reporting
- When comfortable in the role, you may be given the chance to be involved in ad-hoc analysis and exploring opportunities to improve existing processes

**In performing this role you will:**

- Use your intermediate Microsoft Excel skills to work with large data sets
- Have an interest in learning about capital markets and risk management
- Provide a high level of service to customers and stakeholders
- Approach tasks with a strong attention to detail
- Develop a comfort level with working independently on time sensitive deliverables

**Nice to have:**

- Knowledge of risk management principles and financial derivatives
- VBA programming skills and/or experience with Microsoft Access



**PROJECT MANAGEMENT ANALYST**

**Accenture Technology**

**Full-time, Permanent**

**Mississauga**

**Would you be interested in supporting a team responsible for delivering technology projects to customers across Canada? Does applying a strong attention to detail to monitor, manage and report on project status sound like something you would enjoy? If so, this role may be a good one for you.**

**Here is what you will do:**

- Follow a structured process to track project performance and update project status reports and dashboards on a weekly and monthly basis
- Identify any variation from the project plan and investigate the cause of the variation
- Manage project resources by tracking and reporting on project resources, including bring on resources to the project and releasing them when their project work is done
- Participate in telephone conference calls to update Project Managers on project status and variances

**In performing this role, you will:**

- Have a university degree or college diploma or equivalent experience in Business, Science, Engineering, or similar
- Apply your knowledge or experience of Project Management processes, tools and techniques gained in an academic or professional setting
- Learn how to effectively use internal Accenture applications and other web-based tools to carry out daily tasks
- Effectively communicate findings and status updates to colleagues and project managers
- Apply a strong attention to detail to carry out a consistent schedule of monthly activities

**Nice to have:**

- Project Management as a component to coursework, Co-op or applicable work experience
- Familiarity with Microsoft Project

**PROJECT FINANCIAL ANALYST**

**Accenture Technology**

**Full-time, Permanent**

**Mississauga**

**Would you enjoy working on business projects? Do you have an interest in collecting and analyzing financial data with an attention to detail? Would you be interested in working with colleagues to help manage technology projects?**



## Here is what you will do:

- Follow a monthly routine to collect and analyze financial data relating to the cost revenues and profitability of projects
- Identify any variation from the project plans and investigate the cause
- Use project cost and other information to build financial monthly forecasts
- Produce standardized project financial reports following established procedures
- Participate in telephone conference calls to update Project Managers on project status and variances
- Generate customer invoices in accordance with standard processes and manage the related accounts receivable

## In performing this role, you will:

- Have a university degree or college diploma or equivalent experience in Business, Science, Engineering, or similar
- Have an interest in or knowledge of project management processes, tools, and techniques
- Effectively communicate findings and status updates to colleagues and project manager
- Apply a strong attention to detail to carry out a consistent schedule of monthly activities

## Nice to have:

- Project Management as a component to coursework Co-op or applicable work experience

## **JAVA DEVELOPER**

**Accenture Technology**

**Full-time, Permanent**

**Mississauga**

**Would you be interested in developing and maintaining web applications using Java Technology? Do you enjoy programming with an attention to detail? If so, this role may be a good one for you.**

## Here is what you will do:

- Design, develop, and configure software systems using Java technology for small, mobile devices and PC desktops for medium to large businesses
- Perform end-to-end analysis, design, implementation, quality assurance (including testing)
- Maintain software products and systems through the product lifecycle
- Receive instruction on daily work tasks and detailed instruction on new assignments.
- Work closely with Accenture and client staff on-site at client locations

## In performing this role, you will:

- Have a university degree or college diploma in Computer Science, Engineering, or otherwise obtained software development experience
- Have an understanding and experience with JavaScript and JEE Programming and experience building enterprise level web applications.



- Learn how to effectively use internal Accenture applications and other web-based tools to carry out daily tasks
- Be an individual contributor, working collaboratively with the client and the Accenture team

### **Nice to have:**

- Background in backend programming including Spring MVC 4, WebSphere Application Server 8.5, Client Web Services Avec JAX WS.
- Experience with programming languages like Node JS, Python, C, C++, Gulp, Bower, JSON or Angular JS
- Industry knowledge in financial services, retail or telecom

## **FUNCTIONAL TESTER**

**Accenture Technology**

**Full-time, Permanent**

**Mississauga**

**Are you interested in software testing? Would you enjoy testing client applications to ensure they meet project requirements? If so, this role may be a good one for you.**

### **Here is what you will do:**

- Develop detailed test plans including document scenarios and test cases from requirements, use cases, technical and functional specifications and architecture documents
- Participate in peer review of test plans
- Run test protocol and determine if test passes, fails or exposes a defect
- Record and document test results and compare to expected results
- Detect and document software failures so that defects may be analyzed and corrected

### **In performing this role, you will:**

- Have a Bachelor's degree in Computer Science, Math, Physics or similar with some relevant work experience
- Have an inquisitive and determined approach to your work with an attention to detail
- Apply your intermediate Excel skills and learn to use internal Accenture applications and other web-based tools to carry out daily tasks
- Effectively communicate findings and status updates to colleagues and managers
- Be an individual contributor, working collaboratively with the client and the Accenture team

### **Nice to have:**

- Industry knowledge in financial services, retail or telecom



**QUALITY ASSURANCE ANALYST**

**TD Canada Trust**

**Full-time, Permanent**

**London, Ontario**

**Are you interested in software testing? Would you enjoy testing client applications to ensure they meet business requirements? If so, this role may be a good one for you.**

**Here is what you will do:**

- Manage Quality Assurance (QA) software testing activities and coordinate with other QA team members in an Agile project environment.
- Develop detailed test plans, test cases, and reports to ensure TD branch level applications meet business requirements
- Execute tests and determine if test passes, fails or exposes a defect in branch technology
- Detect and document software failures in branch technology so that defects may be analyzed and corrected
- Effectively communicate project test results and deliverables ensuring to escalate possible issues and problems

**In performing this role, you will:**

- Have a degree or diploma in Computer Science, Engineering, Mathematics, Physics or related field with some relevant QA work experience
- Be familiar with Quality Assurance practices and methodologies
- Have had exposure to web testing in either an academic or professional setting and have some experience in writing test cases and plans.

**Nice to have:**

- QA Certification(s)
- Knowledge of test automation

**IT OPERATIONS ANALYST**

**Full-time, 24 Month Contract**

**London, Ontario**

**Would you be interested in providing technology-based support to internal TD customers? Does working with customers to analyze and resolve technical issues sound like something you would enjoy?**

**Here is what you will do:**

- Provide professional customer service to inbound telephone inquiries from internal TD customers to help resolve issues such as system access and security
- Use internal and web-based systems to address and resolve internal IT inquiries
- Escalate service issues to other team members and coordinate problem resolution according to TD standard processes



- Learn the technology and applications required to provide customers and business services
- Communicate and collaborate with both technical and non-technical professionals within the TD Group

### **In performing this role, you will:**

- Have a degree, diploma or Technical Certificate, or equivalent experience
- Apply your analytical skills to investigate customer problems
- Use your judgment to make decisions following established guidelines
- Enjoy working both individually and sometimes in collaboration with team members to investigate and resolve customer issues

### **Nice to have:**

- Technology or customer service experience gained in for example a retail or contact centre environment
- Bilinguality: French/English

## **The Recruitment Process**

### **Application**

The first step in the recruitment process is for interested candidates to apply for the roles. This will involve completing an online questionnaire as well as submitting their resume to Specialisterne Canada. Instructions for applying are included below. Applicants will be shortlisted for participation in the next step based on a review of each online questionnaire and assessing the likelihood of fit for the roles for which we are recruiting.

### **Employment Discovery Workshop**

The next step in the Specialisterne recruitment process is an Employment Discovery Workshop. It is a hands-on, task-based experience where you will work on specific projects in a relaxed setting. It is an opportunity to learn about our approach to hiring, and for us to get to know you – what motivates you, your interests and your skills. Every participant who attends will receive a summary profile useful with future employers.

### **Training Program**

Candidates whose profiles are well-suited for the roles for which we are recruiting will be invited to participate in a four-week skills evaluation and training program on the employer's site. It will include case studies, real-life projects, as well as training relevant to the roles and working environment.

### **Employment**

Employment offers are made to the candidates with the best fit. Once accepted, the individuals will transition into their positions at the organization. Specialisterne Canada will provide support where necessary, which may include modifications to the work environment.

Those not selected can have their profiles added to our database for consideration for other more suitable job opportunities in the future.

Employ different thinking

**SPECIALISTERNE**

Passion for details



## **To Apply**

Please read the role descriptions carefully.

To apply and for more information on our recruitment process visit our website at [www.specialisterne.ca/opportunities](http://www.specialisterne.ca/opportunities).

If you completed a Specialisterne questionnaire in the past, please do so again, as this one has been customized for this recruitment program.

## **For More Information**

Please direct any questions via email to [info@specialisterne.ca](mailto:info@specialisterne.ca). If you prefer to speak on the phone, send us an email and we will schedule a call.

For more information about Accenture, go to [accenture.com](http://accenture.com).

For more information about TD Bank, go to [td.com](http://td.com).

For more information about Specialisterne, visit our website [specialisterne.ca](http://specialisterne.ca).

We look forward to hearing from you!