

**Gradworks Internship Number: 523**

Company Name: SaskPower  
Position: Financial Consultant  
Location: Regina  
Number of openings: 1  
Wage: \$3,224 (Monthly)  
Resume Deadline: May 6, 2010 by 4:00 PM  
Start Date: June 16, 2010  
End Date: June 15, 2011

**Gradworks Intern Development Program**

The Gradworks Intern Development Program is designed to provide recent post-secondary graduates with challenging and career-focused positions within our network of Saskatchewan employers. These full-time internship positions of 12 months in length are intended to allow recent post-secondary graduates the opportunity to gain experience and to develop specific career-related skills. To be eligible for a Gradworks internship you must be a recent college, technical institute or university graduate, have little or no relevant work experience in your field of study and be eligible to work in Canada.

**Internship Information – Financial Consultant**

- This internship opportunity will provide development and experience in Corporate Services, a support group within SaskPower. You will have a great deal of contact throughout the company, as we continually refine processes to better serve our customers. You will be involved in process analysis, managing changing service functions, and assisting in a variety of other activities.

**Responsibilities:**

1. Responsible for the development of a new Management Car Allowance Program and occasional use kilometer reimbursement rate.
  - Research other organizations
  - Develop options
  - Financial analysis on all options
  - Recommendations to the executive and board of directors
  - Implementation of the new program
  - Develop processes and procedures for management of the program
  - Execute and make recommendations for responsibilities of management functions
2. Assist Supervisor in annual and monthly budget process
  - Provide suggestions to improve process
  - Engage with other departments to analyze budget
  - Monthly and annual reporting
3. Analyze corporate services policies
  - Analyze and make recommendations to update and change corporate services policies and procedures.

**Qualifications:**

Must possess a Diploma or Degree in Business/Commerce

-Excellent analytical, communication, and time management skills; demonstrated ability in utilizing a variety of computer applications (Microsoft office).

-Project management experience would be an asset.

**Additional Information:**

The Gradworks Program supports the values of workplace diversity and employment equity. Applications are encouraged from people of Aboriginal ancestry, persons with disabilities, members of a visible minority and women.

**How To Apply:**

Please apply through the Gradworks website at [www.gradworks.ca](http://www.gradworks.ca) using your online cover letter and resume, including references. **Your application will not be considered unless you have submitted both a cover letter and resume. The completion date of your post secondary education must be stated in your resume in order to be considered for the position. Please include the month of completion if your education was completed in the current year.**

**Contact Information:**

Toll free (877) 789-4723

Phone (306) 787-3639

Email: [gradworks@cicorp.sk.ca](mailto:gradworks@cicorp.sk.ca)

Website: [www.gradworks.ca](http://www.gradworks.ca)