

EMPLOYMENT OPPORTUNITY

Date Posted: February 1, 2012
Position: Compliance & Internal Audit Specialist
Location: Vancouver

Company Description

Methanex is the world's largest supplier of methanol to major international markets. With corporate headquarters in Vancouver, Canada, Methanex is a publicly traded global enterprise with manufacturing, marketing and supply chain capabilities in North America, Latin America, Europe, the Caribbean, the Middle East and throughout the Asia Pacific region.

Methanol is used in a range of industrial and consumer products, from windshield washer fluid to recyclable plastic bottles, plywood floors to paint. The fastest growing markets for the use of methanol are in the energy sector, including direct gasoline blending, dimethyl ether and biodiesel.

Methanex is a Responsible Care® company committed to the safe, ethical and environmentally sound management of the chemicals it makes and uses. Responsible Care® is an ethic established by the Chemistry Industry Association of Canada (CIAC). The Responsible Care® ethic is an integral part of Methanex's global commitment to ensuring the well-being of all stakeholders, wherever Methanex does business.

Position Summary

Reporting to the Manager, Compliance & Finance Projects, the Compliance & Internal Audit Specialist is responsible for planning, coordination, preparation and maintenance of control documentation primarily for the Vancouver office and testing and analyzing test results for operating effectiveness of key internal controls over financial reporting in Vancouver and at regional offices. This role is also responsible for completion, analysis and communication of the annual global internal audit procedures and results in Vancouver and at regional offices.

In addition, the Compliance & Internal Audit Specialist will help monitor the Compliance & Internal Audit team recommendations brought forth to streamline processes and identify deficiencies in controls globally. Throughout the year, this role will also contribute to special finance-related and internal audit projects.

Growth opportunities exist for those candidates interested in expanding their audit knowledge into IT compliance areas.

Responsibilities

Testing Business Processes by

- Reviewing legislative requirements
- Preparing testing documents, implementing test plans for internal controls testing and internal audit test plans
- Observing work flows, documenting results of testing and writing test result reports
- Communicating results

Maintaining Business Process Documentation through

- Understanding legislative requirements and identifying business risks
- Mapping steps in the business process and identifying internal control points

Recommending Improvement Opportunities and Facilitating Inter-Regional Communications by

- Summarizing, analyzing and communicating test findings
- Identifying gaps in compliance, process inefficiencies and differences in processes across regions
- Researching and communicating best practices or benchmarking processes
- Developing remediation solutions and writing recommendations

Completing Various Finance Related Projects

Qualifications

Education

- An Accounting and/or audit designation
- CISA designation is considered an asset

Experience

- Audit or internal audit experience
- Process documentation techniques
- 3-5 yrs practical experience in auditing and/or accounting
- Compliance experience with Sarbanes Oxley Section 404 or Bill 52-109

Knowledge

- Understanding of relevant legislation (i.e. Sarbanes Oxley, Bill 52-109, PCAOB #5, COSO, COBIT)
- Understanding of internal controls, accounting principles and financial reporting requirements
- Knowledge of IFRS
- Familiarity with PeopleSoft or other large accounting system

Competencies

The successful candidate is energetic and focused on achieving the team's goals and is willing to push self for optimal results. This person is comfortable working alone and as a part of team to creatively solve problems. The role will require extensive international travel (*up to 5 weeks per quarter in peak periods*); hence strong planning and work life balance skills are essential.

As an auditor, this person is viewed as ethical and trustworthy. They practice attentive listening, demonstrate patience to hear people out, accurately restate the opinions of others even if they do not agree and are able to maintain composure in difficult times. Comfortable working in a multi-cultural environment, the candidate is able to develop strong peer relationships which encourages collaboration, team work and quick problem solving with others.

Aural and written communication skills are strong such that ideas are conveyed clearly and succinctly. Candidates demonstrate a willingness to learn and develop skills, both personally and professionally in a continuous improvement environment.

All persons interested in this position should submit their applications to:

careers@methanex.com

BY: February 29, 2012