

A CAREER BALANCING

WORK LIFE



ASSESSMENT OFFICER

The primary responsibility of an Assessment Officer is to ensure all qualified employers with business activity in B.C. are compliant in their self reporting of assessment information to WorkSafeBC. They are field officers who audit employer records to verify completeness and accuracy of reported payroll and industry classification information and adjust assessment amounts and classification where necessary. Their work includes assisting with registration of employers, collection of outstanding assessments and providing employers with information on assessment policy and practices.

As a qualified candidate, you'll possess:

- Completion of Grade 12
- Accounting designation (CGA, CMA or CA)
- A minimum of two years of directly-related experience in financial auditing would be an asset
- Specialist knowledge of accounting and auditing principles and practices
- The ability to work in a computerized environment, preferably using Microsoft products
- A valid driver's license

Balance and wellness

As a leader in promoting healthy and safe workplaces, WorkSafeBC believes the health and wellness of our employees depends on a solid work-life balance. As a member of our staff, you'll have access to services that can help you get the most out of work... and life.

- **Health and fitness:** We offer many ways for you to keep healthy and fit. Our Richmond office includes a fitness program offering equipment and classes, and staff outside Richmond is reimbursed the cost of gym memberships.
- **Self-funded leave:** Contribute 20 percent of your salary annually for four years, then take the fifth year off and use your accumulated funds.
- **Earned Time Off:** Start with three weeks vacation, plus the ability to add another 13 days off.
- **Care and nurturing:** Take an unpaid leave of absence for the care and nurturing of your children.

More information on this position and information on how to apply is available at www.worksafebc.com/careers.

OPPORTUNITIES AT [worksafebc.com](http://www.worksafebc.com)

WORK SAFE BC

WORKING TO MAKE A DIFFERENCE