# This Is The Job: Financial Coordinator

Use this list to kickstart your advertising journey. Speak with your guidance counsellor, teachers, and parents to find out which courses, programs and next steps may be right for you.



### What is a Financial Coordinator?

We tend to be analytical problem solvers who like structure and keeping things organized. We help to take care of billings, expenses and other financial requests in a timely manner, and enjoy working independently.

# This is what they do most days

#### I analyze...

I work with numbers and spreadsheets, which are very clear and always have clear answers to complex data.

#### I coordinate...

I work closely with account service teams to try to meet their last minute requests.

#### I think...

I try to find ways to make numbers and spreadsheets easier, userfriendly for people who don't use them as often as finance does.

## In their own words:

- I first studied finance, but then I switched to hospitality and worked there for 5 years before making the move to finance again. I enjoyed working in hospitality but didn't see myself working there long term; I wanted something more stable and with regular hours." Amrita P.
- This role kind of chose me! I wasn't expecting to stay in this department, but a great boss and career advancement led me to stay. It's a challenging, interesting job, and I love working with others towards a common goal." Erin W.

# Explore some of the skills you'll need.

- Problem-solving abilities
- Background in mathematics
- Finance degree
- Ability to create, edit, and manage spreadsheets
- Attention to detail regarding calculations
- ✓ Time management skills and ability to meet deadlines