



**JOB TITLE: Trade Finance Analyst**

**ABOUT NORTH ATLANTIC**

North Atlantic is a diverse and growing, province-wide leader in retail gas and convenience, residential, commercial, and wholesale fuels. For over 30 years, we've built our reputation on quality products, extraordinary service, and support for local communities. With our *people first* approach, North Atlantic looks for dynamic individuals who take initiative and who are committed to fostering a strong team environment. We want people who are known for their positive attitude, genuine communications, and personal drive.

As we advance our business for the future, North Atlantic is driven to developing efficient and green energy solutions aligned to the needs of the world in which we live. Committed to sustainable and responsible business practices, we're driving industry forward, supporting new skills and new jobs for this ever-evolving landscape.

For more information about the North Atlantic, please visit [www.northatlantic.ca](http://www.northatlantic.ca)

**Position Overview**

Reporting directly to the Controller, the Trade Finance Analyst will be responsible for using their analytical mindset to examine and interpret financial data to relate to potential business trends and matters. They will analyze petroleum deals, associated forecast future cash flows, and related financing. Managing the borrowing base of the lending facility to maximize availability and reducing borrowing costs, calculate daily hedge requirements and complete market price analysis on a daily/weekly/monthly basis.

If you have drive, experience, and are looking for an opportunity to work with a diverse and growing company, please submit your cover letter and resume to North Atlantic.

**Duties and Responsibilities:**

- Analyze current and past financial data and performance to make recommendations on profit enhancement
- Interpret financial data to recognize changing trends, patterns, and their meaning related to key performance indicators
- Build and adapt financial models to develop dynamic forecasts and cash flow models for investment decisions
- Issuance of letters of credit (LC) for purchases
- Liaising with vendors
- Liaising with banks to finance transactions and answer all relevant questions
- Checking contracts for workability from a finance perspective
- Monthly management and reporting of inventory via borrowing base calculation, as well as an ad-hoc refresh of the availability balance
- Cooperation with broker to ensure terms and changes are acceptable to finance team
- Communicate document requirements of upcoming cargo purchases



- Receive and distribute shipping documents as required by the trade finance contract
- Regular monitoring of outstanding LCs to ensure timely cancellation or reductions, ensuring that the credit lines are reduced accordingly
- Executes daily hedge orders and reconciliations
- Manages the hedging account with monthly analysis and commentary
- Provide hedge recommendations to reduce risk and financial exposure
- Prepare daily/weekly/monthly market price analysis with commentary to management
- Maintain forecast future cash flows relating to petroleum deals
- Establish and maintain effective working relationships with both internal and external stakeholders
- Other duties as required

### **Qualifications:**

- Degree or diploma in business, finance, or a related field, equivalent education and experience may be considered
- 2+ years' experience with trade finance or financial institutions
- Knowledge of MS Office suite and accounting systems
- Ability to capture and synthesize data into relevant metrics and measures for analysis
- Knowledge of analytical principles, with a keen eye for details
- Excellent communication skills, written and verbal, with the ability to express ideas, problems and solutions with clarity
- Exceptional organizational and interpersonal skills
- Ability to prioritize and manage conflicting demands
- Growth mindset, with a passion for learning
- Collaborative with an ability to cultivate relationships and networks
- Creative thinker with a unique ability for resourcefulness

North Atlantic is committed to Employment Equity. Accommodations during the recruitment process are available upon request for candidates with disabilities.

We offer a competitive compensation and benefits package which include Health and Dental, Wellness Program • Short-Term and Long-Term Disability • Life Insurance • Company Pension Plan with employer contribution • Employee and Family Assistance Program • Free on-site parking • Employee engagement activities

(\*benefits vary based on employment status)

If you are a highly motivated team player, have the qualifications, and are prepared to meet the challenges as outlined, apply by submitting your resume and cover letter to [careers@northatlantic.ca](mailto:careers@northatlantic.ca).

Candidates are encouraged to apply by **4:30pm Friday December 16, 2022.**