



Position: Professional Conduct Investigator
Reports To: Director, Professional Conduct
Contract Type: Independent Contractor; Indefinite Engagement (variable hours)

The Chartered Professional Accountants of British Columbia (CPABC) is seeking to engage with an Investigator on an Independent Contractor basis to support our Professional Conduct department. This opportunity provides significant flexibility along with the ability to contribute and give back to the CPA profession through the effective protection of our members, students, firms and the public.

Job Summary

Reporting to the Director, Professional Conduct via an Independent Contractor engagement, the Investigator provides assistance to the effective regulation of the professional conduct of members, students and firms through conducting investigations into professional conduct complaints.

Key Responsibilities:

Investigations

- Conduct increasingly complex investigations into professional conduct complaints received by CPABC, in compliance with the CPA Act, Bylaws, Bylaw Regulations, policies and procedures;
- Produce investigation reports and case presentations for Committee review, to conclude investigations conducted;

Key Requirements:

- CPA designation required;
- Five (5) plus years of post-designation experience in public practice required;
- Minimum five (5) years experience conducting investigations or equivalent experience;
- High level of technical competence in accounting standards required;
- Regulatory experience would be a significant asset;
- Strong professional judgment and problem resolution skills;
- Effective interpersonal and communication skills, comfortable in dealing with senior leaders;
- Strong teamwork skills and collaborative working style;
- Diplomatic and tactful.

If this outline describes you, please email your **résumé** and **cover letter** to HRCPABC@bccpa.ca. This posting will remain open until filled.

We thank all candidates who respond; however, only those selected for an interview will be contacted.

About CPABC

The Chartered Professional Accountants of British Columbia (CPABC) is the training, governing, and regulatory body for over 38,000 CPA members and 6,000 CPA students and candidates. CPABC carries out its primary mission to protect the public by enforcing the highest professional and ethical standards and contributing to the advancement of public policy. CPAs are recognized internationally for bringing superior financial expertise, strategic thinking, business insight, and leadership to organizations. CPABC is proud to have been presented with a BC Top Employer award for 2020, 2021 and 2022.