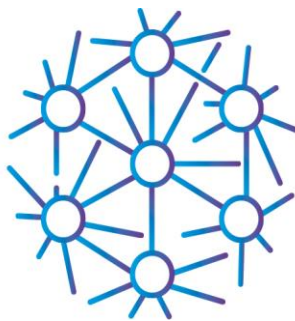


ayming



business  
performance  
consulting

## Associate Consultant – Finance and Innovation

Ayming Canada's Montreal office in Westmount is looking for an organized, self-motivated individual to work as an Associate Consultant to serve and expand our client-base in Eastern Canada.

Ayming is a leading international business performance consulting group, formed through the merger between Alma Consulting Group and Lowendalmasaï. With offices in 14 countries, the Group, which has a staff of approximately 1,500, attained revenue of CAD \$275 M in 2015.

Backed by 30 years of proven results, Ayming provides strategic and operational expertise, enabling businesses to improve their overall performance in the areas of Finance & Innovation, Operations and Human Resources.

Ayming is committed to helping clients implement long-term performance improvement programs, adding value to their overall business and delivering greater profitability. Its focus is on improving and accelerating business growth, anticipating future changes and opportunities and securing a business' long-term position. This is accomplished through its Value Performance Programs, customized service packages providing tailored solutions to improving clients' business performance. Every Value Performance Program is unique because it is designed to meet the specific needs of individual clients.

## Key Responsibilities and Related Tasks (include but not limited to)

Reporting to the Manager – Finance & Innovation Performance, the Associate Consultant will support our team with grant writing, grant identification, grant execution, and client management. This person maintains and enhances the company's image with the customer base. Key tasks include:

- Writing SR&ED technical description of projects related to innovation in a clear and succinct manner based on the interviews carried out by consultants and documentation gathered during the claim building process.
- Assist the consultants in the technical positioning of the projects based on the eligibility criteria's of the SR&ED program. Researches and reviews pertinent publications and other material to best support the projects within the specific client industry.
- Assist the consultants in other aspects of claim building, such as the financial costing and final report.
- Assist the consultants in the preparation of the responses to government official's inquiries.
- Assist the consultants in the implementation of data collection and documentation tools for clients
- Researching government funding programs for clients' investment projects;
- Maintenance of program information in Grant database;
- Grant application writing;
- Preparation of presentations to support client meetings;

## Qualifications and Skills

- Recent graduate with Bachelor Degree in Science or Engineering;
- Very Good Writing skills—able to write in a structured and efficient manner, and in accordance with the grammatical rules and the scientific terminology.
- Critical Thinking and Analysis—identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
- Teamwork—works effectively with colleagues, collaborates on projects, ensuring sound communication and involvement of team members in decisions and actions.
- Communication - Ability to clearly convey information effectively (oral & written).
- Updating and using relevant knowledge - keeping up-to-date technically and applying new knowledge to job.
- Very good knowledge of Microsoft applications (Word and Excel)
- Experience in interacting with government funding agencies is an asset;
- Results driven, independent thinker, perseverant and strong sense of initiative;
- Strong customer focus, interpersonal and team oriented skills;
- Excellent communications skills (verbal and written) in French and in English;
- Possess valid driver's license.

If you're interested in this position, please send your resume to: [hr@ayming.ca](mailto:hr@ayming.ca) and indicate in your email message title the position you are applying for.