



## JOB OPPORTUNITY

Kiikenomaga Kikenjigewen Employment and Training Services is looking for a dynamic, qualified, and committed individual for the following position: **Finance Manager**

**Background:** KKETS provides culturally appropriate opportunities for education, training and employment by providing professional advisory, support services, relevant systems and programs to empower individuals to take initiative for change in their own lives.

**Position Summary:** Reporting to the Executive Director, The Finance Manager is responsible for maintaining financial, accounting, administrative and personnel services to meet accountability and legal requirements and support Kiikenomaga Kikenjigewen Employment & Training Services (KKETS) operations.

### Preferred Qualifications and Experience:

- Ideal candidate to be a Certified Professional Accountant (CPA) with at least five years' experience managing a budget of \$5 to 10 million+.
- Experience with computerized accounting system Sage Intacct preferred.
- Knowledge of First Nations governments, culture, and traditions.
- Proven ability to craft various styles of financial statements suitable for audit, program management, senior management, funders, and governing bodies.
- Experience directing and training accounting and administrative staff.
- Excellent oral and written communication skills.
- Ability to work with minimal supervision.
- Strong leadership skills.
- Good problem-solving skills.
- Knowledge of Aboriginal Employment & Training.

Applicants must also have excellent stress management skills, administration, working with government and First Nations; and hold a valid driver's license or the ability to obtain. *Matawa First Nations Management has adopted a COVID-19 Vaccination Policy by which all staff who are eligible must be fully vaccinated.*

For additional information, including specific qualifications for the position, please view the Job Description at the Matawa website: [www.matawa.on.ca](http://www.matawa.on.ca).

**Deadline to Apply:** June 14, 2024

Please submit a cover letter with a resume and three employer references to:

### Kiikenomaga Kikenjigewen Employment and Training Services

Ila Beaver, Executive Assistant

523 Algoma St. N.

Thunder Bay, ON P7A 5C2

**Or Fax to:** (807) 768-4471

**Or Email to:** [ila.beaver@matawa.on.ca](mailto:ila.beaver@matawa.on.ca)

We thank all who are interested, however, only those candidates selected for an interview will be notified.