



**JOB POSTING
FINANCIAL ANALYST
(1) FULL-TIME INDEFINITE HIRE
FINANCE
DEPARTMENT OF FINANCE & ADMINISTRATION**

**SALARY LEVEL: PAY BAND 7 \$70,714.17 - \$104,674.24 ANNUALLY
DEADLINE TO APPLY: UNTIL FILLED**

SUMMARY OF RESPONSIBILITIES:

Under the supervision of the Comptroller, the incumbent assists with the financial reporting of the organization, financial planning, and budget management functions in order to safeguard Council's assets and financial reporting including the integrity of the financial information while ensuring its conformance to generally accepted accounting principles. The financial analyst will participate in strategic planning and budgeting initiatives working within the guidelines, policies and mission of the organization and will be accountable for specific projects as assigned.

QUALIFICATIONS:

- Designation as a Certified Aboriginal Financial Manager (CAFM) supported by three (3) years of completed College / University with an Accounting major; or
- A Bachelors degree in Accounting plus enrolment in the CGA /CAFM stream (equivalent to Level 3 or higher) or have completed the course requirements for the CAFM. This position requires solid knowledge of accounting concepts and principles in order to complete the complex analysis required of the position.
- The position will require the completion of CAFM certification.
- 3 to 5 years of experience in a mid level finance or accounting position; work experience in government / First Nation is an asset;
- Experience with a public accounting firm: provision of audit and assurance services is considered an asset;
- Valid driver's license.

All interested applicants **MUST** submit all of the following documents:

1. Cover letter,
2. Resume,
3. Copies of all relevant certificates/diplomas,
4. Copy of certificate of Indian Status or Secure Certificate of Indian Status (if applicable)
5. Three references submitted on Consent to Release Reference Check form, which can be found on the Akwesasne.ca website under Employment
6. Applicants must be able to travel to all northern portions of Akwesasne, including through the Unites States as necessary.

Applicants must clearly outline that they meet the qualification requirements on their resume. Native preference in hiring. A criminal record check is mandatory before start of employment. As a requirement of employment, all applicants must have a Canadian Social Insurance number. An eligibility list will be created for one year. We thank all applicants for their interest, however, only qualified candidates invited for an interview will be contacted. MCA reserves the right to retract, postpone, or revise employment opportunities at any time.

Submit application packages using one of the following methods (email preferred):

E-mail: jobs@akwesasne.ca

Mail: MCA Staffing Officer, PO Box 90, Akwesasne, Quebec H0M 1A0

Drop Off: 10 Akwesasne St, Administration Building #3, Akwesasne, Quebec H0M 1A0