

# Employment Opportunities

Kakivak Association is seeking a dynamic individual to join our team.

Kakivak Association is a community economic development organization serving Inuit by providing programs and services to enhance the strengths of communities in the Qikiqtani Region.

## **Finance Officer**

Under the direction of the Manager Finance Department, the Finance Officer provides a suite of financial activities and services to the Finance Department, as well as support services to each program delivery department.

The ideal candidate will possess the following skills, experience and qualifications:

- 2-3 years of post secondary education in finance or accounting, or demonstrated equivalent work experience
- Three years of related work experience in a finance and/or accounting setting with similar job responsibilities
- A solid understanding of accounting and finance principles, financial analytical and data entry skills
- Proficiency with Sage 300 and Microsoft Office applications, specifically Microsoft Excel, and the ability and willingness to learn new computer applications
- Excellent organizational skills and ability to manage multiple tasks and projects

Kakivak Association offers a competitive compensation and benefits package.

We are looking for individuals who are energetic, positive and enthusiastic, work well in a team, and have the initiative to take on new responsibilities. Strong oral and written communication skills in English and Inuktitut is considered an asset.



**To submit a resume or request more information contact Sarah Maniapik (867) 979-8966 [smaniapik@kakivak.ca](mailto:smaniapik@kakivak.ca)**

**Closing date: October 2, 2020**