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## Kivalliq Inuit Association

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X0C 0G0 ᐃᐃᐃᐃᐃᐃ/Tel: (867) 645- 5725 ᐃᐃᐃᐃᐃᐃᐃᐃ/Fax: (867) 645-2348  
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### EMPLOYMENT OPPORTUNITY Director of Finance

The Kivalliq Inuit Association has a job opening for an experienced professional to head the Financial Administration department at its Rankin Inlet office. Reporting to the Executive Director, the Director of Finance will be responsible for the overall administration of the Association's Finance department.

The successful candidate should be experienced in the following:

- Taking charge and maintaining an excellent accounting system
- Prepare budgets
- Prepare monthly financial reports
- General knowledge of the Nunavut Land Claims Agreement
- Be a self starter

This person should also have:

- Superior interpersonal skills in a cross cultural environment
- Excellent organizational skills
- Ability to be a team player
- Work with all levels of management and Executive members
- Must be energetic, highly motivated and able to work in an environment with constantly changing priorities and tight deadlines
- Background in managing and training staff

Qualifications:

- A professional accounting designation (CPA or equivalent)
- 3 – 4 years direct Financial Management experience with a large organization
- Ability to use and apply computer accounting systems and programs (ACCPAC) is a must
- Ability to speak and write Inuktitut is a definite asset

Emphasis will be provided to candidates resident in the Kivalliq region. This position is located in Rankin Inlet. A competitive salary and benefits package and staff housing is provided.

Please send resume to: Gabe Karlik, Executive Director  
Kivalliq Inuit Association  
P.O. Box 340  
Rankin Inlet, Nunavut X0C 0G0  
[gkarlik@kivalliqinuit.ca](mailto:gkarlik@kivalliqinuit.ca)  
Phone: 1-800-220-6581 or 867-645-5725  
Fax: 867-645-2348

**Closing date:**  
**April 7, 2017**

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