



Sioux Valley Dakota Nation
Employment Opportunity
Financial Officer
Dakota Tiwahe Services
Full-time, Permanent
Location: Sioux Valley, MB



The Sioux Valley Dakota Oyate Government, pursuant to the Self government Agreements with Canada and the Province of Manitoba are undertaking the jurisdiction of Child and Family Services (CFS).

POSITION SUMMARY: Dakota Tiwahe Services requires a Financial Officer for the Sioux Valley Office. The position is responsible for overseeing all aspects of the Finance Office. Prepares DTS annual budgets by program. Oversees both the operations and maintenance budgets – federal and provincial. The Finance Officer is considered a part of the DTS Management team.

DUTIES INCLUDE:

- Responsible for overall operations budget preparation and administration
- Responsible for incoming revenues and expenditures
- Responsible for accounts receivable and accounts payable
- Responsible for maintenance budget preparation and administration

QUALIFICATIONS:

- Bachelor's Degree in Business or Business Administration Diploma
- Accounting specialization
- Knowledgeable in the SAGE programming
- A minimum of five years in management experience
- Excellent organizational, interpersonal and communication skills
- Knowledge of Indigenous Services Canada reporting requirements
- Knowledgeable on the Provincial reporting requirements
- A valid drivers license and access to a vehicle
- Demonstrated knowledge of the culture and traditions of Sioux Valley
- Ability to speak the Dakota language would be an asset
- Successful completion of a current Criminal Record Check with the Vulnerable Sector Section Query, Prior Contact Check, & Child Abuse Registry Check, or proof of submission of all required checks

PLEASE NOTE: Salary commensurate with education and experience. Applicants must submit with their application three written references that are not friends or family.

Competition Number: 202240

APPLICATION DEADLINE: Open Until Filled.

Submit Cover letter and Resume indicating Competition Number:

Human Resources Department
Sioux Valley Dakota Nation
P.O. Box 38
Griswold, Manitoba R0M 0S0
Phone: 204-855-2760 Fax: 204-855-2131
E-mail: hrappliations@svdngovernance.com

We thank all who apply but only those selected for an interview will be contacted.