



# PAYUKOTAYNO

## James and Hudson Bay Family Services

<b>POSITION TITLE</b>	Post Majority Care Controller
<b>DEPARTMENT</b>	Post Majority Care
<b>REPORTS TO</b>	Services Supervisor
<b>CLASSIFICATION</b>	Permanent, Full-time
<b>LOCATION</b>	To be Determined
<b>POSTING DATE</b>	March 8, 2024
<b>CLOSING DATE</b>	March 22, 2024 at 4:30 p.m.
<b>COMPETITION NUMBER</b>	50-24

### POSITION RESPONSIBILITIES:

The Post Majority Care (PMC) Controller is responsible for supporting the Service Integrity Manager in managing, planning, organizing, controlling, and monitoring of the organization's financial management related to Post Majority Care. Post Majority Care Controller functions within legislative requirements, regulations, policies and procedures and the Mission, Beliefs and Vision of Payukotayno James and Hudson Bay Family Services and contributes to the accomplishment of the strategic priorities.

### QUALIFICATIONS:

- Honours Bachelor of Accounting, Business Administration or Commerce Degree
- Designation as a Certified Professional Accountant (CPA) is preferred
- Five (5) years' experience in financial reporting, budgeting, and forecasting is preferred.
- Experience writing proposals, policies, procedures, and reports.
- Experience conducting financial analysis and risk management.
- Experience working with Indigenous organizations.
- An equivalent combination of education and experience may be considered.
- Ability to travel
- Ability to speak Cree an asset
- Ability to provide a clear CPIC
- Valid Class G Driver's License and proof of COVID-19 Vaccination are mandatory

For a detailed job description, please email [hr@payukotayno.ca](mailto:hr@payukotayno.ca)

**SALARY:** In accordance with Middle Manager's Salary Grid

**SUBMIT RESUME AND THREE (3) WORK REFERENCES, WITH EMAIL ADDRESSES, AND PERMISSION TO CONTACT, QUOTING COMPETITION NUMBER, TO:**

Director of Human Resources  
Payukotayno: James & Hudson Bay Family Services  
P.O. Box 189, Moosonee, ON P0L 1Y0  
Fax: 705-999-4940 Email: [hr@payukotayno.ca](mailto:hr@payukotayno.ca)

**ONLY CANDIDATES SELECTED FOR AN INTERVIEW WILL BE CONTACTED.**

We are an equal opportunity Employer. If you require a disability related accommodation to participate in the recruitment process, please contact the Human Resources Department