



# KAINAI

P.O.Box 60  
Standoff, Alberta  
T0L 1Y0

## BLOOD TRIBE ADMINISTRATION JOB POSTING

**POSITION TITLE:** Accountant  
**DEPARTMENT:** Family and Community Services  
**STATUS:** Permanent

**POSTING OPENS: JANUARY 31, 2018**

**POSTING CLOSING DATE: FEBRUARY 14, 2018**

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### GENERAL DESCRIPTION:

The Accountant is responsible for all financial records of the various programs of the Family and Community Support Services Department through the Family and Community Support Services Account. The incumbent ensures that the FCSS Director is aware of the financial status of each of the programs and assists him in developing program budgets.

### NECESSARY TRAINING AND EXPERIENCE:

- Must have a Business Administration Diploma in accounting with a minimum of 3 years related working experience.
- Must provide a current Criminal Record Check.
- Must have a valid drivers license and a reliable mode of transportation.

**If you are interested in this opportunity, please submit a cover letter, resume, and copies of your credentials to:**

**Blood Tribe Administration Human Resources**

**P.O. Box 60**

**Standoff AB, T0L 1Y0**

**Attention: Marlene Blood**

**OR APPLY ONLINE @ [www.bloodtribehr.com](http://www.bloodtribehr.com)**

**JOB DESCRIPTION AVAILABLE ON WEBSITE: [www.bloodtribehr.com](http://www.bloodtribehr.com)**

**DEADLINE: FEBRUARY 14, 2018**

**Late and/or incomplete applications will not be accepted. Only those candidates selected for an interview will be contacted. For more information, please contact Marlene Blood: (403) 737-8219**