



3A – 492 Arrow Road
Invermere, BC V0A 1K2



T: 250-341-3678
F: 250-341-3683



www.shuswapband.net

Financial Controller

Open Until Filled

Job Type: Full Time

Salary: \$90,000 - \$115,000

Location: Office-Based Hybrid

Schedule: Monday-Friday, 9 am-4 pm

Department: Kenpesq't Holdings Limited

Reporting to: General Manager

Start Date: Immediately

Job Description:

Kenpesq't is seeking a detail-oriented Financial Controller to become an integral part of our growth-focused and agile team. As Financial Controller, you will play a key role in the company's success, actively shaping the company's strategic direction and ensuring astute financial decisions. You will oversee all financial activities, including reporting, budgeting and forecasting, setting and maintaining internal controls, account setup and management, regulatory compliance, financial analysis and scenario comparisons, capital asset planning, audit management, and all full-cycle bookkeeping tasks. You will work extensively with internal and external stakeholders and will have the opportunity to assist in evaluating and pitching business proposals. This is an incredible opportunity for a hard-working individual looking for a socially responsible and meaningful role that offers competitive pay and superior work-life balance. Come join the Kenpesq't team and help us build a better future.

Responsibilities:

- Manage all financial operations by working collaboratively with internal and external stakeholders to ensure sound financial operations, systems, and procedures.
- Lead, participate in, and supervise the development of budgets and budget controls.
- Ensure financial reporting and procedural compliance with all applicable federal and provincial regulations.
- Manage project capital and financial processes, setting controls to ensure successful project execution, delivery within budget, and proper approval and documentation of any change adjustments.
- Lead the preparation of financial statements and reports to leadership, the Board of Directors, and third parties.
- Maintain, evaluate, and recommend improvements to financial systems aimed at improving internal controls, efficiencies, and decision-making.

- Lead the year-end audit process including reviewing and preparing working papers, schedules, analysis, and other required documentation and auditor support as required.
- Participate in developing strategies, policies, and protocols in support of meeting department mandates including sound documentation, record keeping, and preparation of reports.
- Design and implement controls to comply with security, privacy, and confidentiality requirements.
- Research and coordinate requests for potential funding, programs, and projects as required.
- Stay current with all regulations by attending educational opportunities, reading professional publications, maintaining personal networks, and participating in professional organizations.
- Participate in negotiation meetings with partners, stakeholders, and clients.
- Assist project teams with estimating and bid submissions.
- Evaluate business opportunities for financial performance and risk.
- Develop and foster positive relationships with internal and external stakeholders to leverage partnerships and support a productive working environment, including business partners, governments, agencies, suppliers, community members, service providers, and auditors.
- Optimize and automate workflows and reporting using tools like Excel, Power BI, and Tableau.
- Participate in field visits as required.

Qualifications:

- Bachelor's degree in accounting, finance, or related field.
- CPA or Certified Aboriginal Financial Manager (CAFM) designation preferred.
- A minimum of 5 years of progressive experience in financial management.
- Strong knowledge of accounting principles, regulations, and financial standards.
- Proficiency in Sage Intacct or similar financial (ERP) systems.
- Past Indigenous engagement experience or cultural sensitivity is an asset.
- Proven ability to manage data and information so that it is accessible and secure.
- Knowledge of federal and provincial accounting and financial regulations, and Indigenous accounting services.
- Excellent communication and interpersonal abilities.
- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint, Outlook).
- Strong analytic skills, with the ability to quickly disseminate and report on information.
- Understanding of how to use AI and technology to support and assist in daily tasks.

Kenpesq't offers a wide variety of perks including:

- 2 weeks paid holiday over Christmas in addition to annual vacation.
- 32.5 hour work week.

- Employer matched pension plan after 3 months.
- Extensive health and benefits package.
- Employee training opportunities.
- Bi-weekly healthy food box program available.

About Kenpesq't

We are a growing group of Indigenous economic development companies headquartered in Invermere, BC. Our focus is on maximizing benefit and building capacity for the Shuswap Band and local community through sustainable partnerships, reliable income sources, career and upskilling opportunities, and self-performed operations. The majority of our business is centered around territorial opportunities, with a concentration on civil and earthworks construction projects, mining and forestry operations, leasehold agreements, and other industrial and environmental services.

We conduct our operations safely and recognize that our people are our core asset. Growing economic opportunities through the expansion of our internal capacity and capabilities are key to our success. We are committed to balancing economic growth with responsible business. Our values include transparency, stewardship, and cultural heritage. We communicate openly, treat others with compassion and respect, and place emphasis on fairness and equity.

We value diversity and welcome all qualified candidates to apply. Employment and promotion of an Indigenous person or Shuswap Band member will be administered in a fair and reasonable manner and is consistent with the Canadian Human Rights Commission Policy on "Aboriginal Employment Preference."

Please email your application to hrdepartment@shuswapband.ca with the subject line "[Position Name] – Application" by the closing date above to apply.