



The MISSISSAUGAS OF THE CREDIT FIRST NATION  
is accepting applications for contract position of  
**Financial Intern**

Closing Date: November 21, 2019 at 12:00pm

**Job Summary:**

To support the organization while learning about a career in finance in an accurate, efficient and effective manner, by:

- Gaining practical experience in the constantly growing field of finance and accounting practices.
- Gaining experience in administrative practices, analysing reports, and preparing statements while observing different aspects of the full accounting cycle.

**Educational Qualifications/Minimum Requirements**

- Grade 12 diploma with a genuine interest in the accounting field;
- Accounting or bookkeeping course(s)

**Knowledge**

- Solid background in computers with specific knowledge of Microsoft Excel, Word and Outlook.
- Knowledge of and experience with Sage ACCPAC or the willingness to learn.

**Skills/Abilities**

- High level of integrity, confidentiality, and accountability
- Effective attention to detail and high degree of accuracy
- Strong communications skills
- Ability to receive direction and work independently
- Ability to multi-task and work productively in some stressful situations

**Other Requirements**

- Results of a current criminal reference check
- First Nations/Inuit, Under 30 Years of Age, not currently enrolled in school (As per funding eligibility)

**Salary:** \$17.00 per hour, 37.5 Hours per week

**Term:** Until March 31, 2020.

Please submit your cover letter, resume, proof of educational qualifications and three current references, two of which are employment related, to:

The Mississaugas of the Credit First Nation

**Attention: Personnel Committee**

2789 Mississauga Road

Hagersville, ON

NOA 1H0

Applications will also be accepted by fax at 905-768-1225 or via email at the address listed below.

A detailed job description is available at the Administration Building or by email at

[stephanie.laforme@mncfn.ca](mailto:stephanie.laforme@mncfn.ca)

**Miigwech to all who apply, only those candidates selected for an interview will be contacted.**

