

Senior Accountant/Office Manager

The Baffin Fisheries Coalition (BFC) is a not-for-profit fishery development organization located in Iqaluit, Nunavut. BFC also has a subsidiary for profit company, Niqitaq Fisheries Ltd (NFL) that manages its ownership in various fishing entities.

Reporting to the Chief Executive Officer you will be responsible for the preparation of computerized monthly financial statements, budgeting, government financial reporting, evaluating of accounting procedures, as well as project management and reporting. Establishing sound accounting practices and policies, and work with senior management on personnel policies.

Location: Iqaluit, Nunavut.

Qualifications:

- The successful applicant must have completed post secondary education with a major in accounting as well as 3-5 years work experience, preferably in a fishing related environment.
- Computer skills must include proficiency in Excel and Word.
- Organizational skills, the ability to be a team player.

Remuneration:

Salary will be commensurate with education and experience. Preference will be given to qualified beneficiaries of the Nunavut Land Claims Agreement. Northern allowance offered. No housing provided.

Closing date: March 19, 2010

Interested applicants should forward their resumé to:



CEO
Baffin Fisheries Coalition
P. O. Box 6008
Iqaluit, Nunavut
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Phone : 867 979 3066
Fax: 867 979 3068
Email: jward@bfcoalition.ca

Only those selected for an interview will be contacted.