

SUPERCOM INDUSTRIES

NOTICE OF CAREER OPPORTUNITY

Manager of Finance

Supercom Industries (GP) Corp. is the general partner for Supercom Industries LP, a partnership of Michipicoten First Nation, Pic Moberg First Nation (Netmizaagamig Nishnaabeg), Biigtigong Nishnaabeg (Pic River First Nation), Pays Plat First Nation, Red Rock Indian Band and Fort William First Nation. Supercom was formed by our First Nations to deliver employment, training and business opportunities related to the \$700+ million East West Tie transmission development that will commence construction in late 2018 across our collective traditional territories and reserve lands.

Supercom is currently seeking a Manager of Finance to develop, lead and deliver our all activities and deliverables related to finance including, but not necessarily limited to:

- Monitor the day-to-day financial operations within the company, such as payroll, invoicing, and other transactions
- Oversee any subordinate staff in the financial department (none presently);
- Contract outside services for tax preparation, auditing, banking, investments, and other financial needs as necessary
- Track the company's financial status and performance to identify areas for potential improvement
- Seek out methods for minimising financial risk to the company
- Provide insightful information and expectations to the Board and management to aid in long-term and short-term decision making
- Review financial data and prepare monthly and annual reports
- Present financial reports to board members, stakeholders and executives in formal meetings
- Stay up to date with technological advances and accounting software to be used for financial purposes
- Establish and maintain financial policies and procedures for the company
- Understand and adhere to financial regulations and legislation.

**BIIGITIGONG ANISHINABEK *FORT WILLIAM FIRST NATION*MICHIPICOTEN FIRST NATION*
PAYS PLAT FIRST NATION*PIC MOBERT FIRST NATION*RED ROCK INDIAN BAND**



This is a “working” position in which the Manager will not initially have a support staff, but will be responsible for both managing and doing (e.g. payroll, data entry, invoicing, etc.). The position currently reports to the Chair of the Finance Committee, and ultimately to the General Manager/CEO (when filled).

Applicants must have the following qualifications:

Qualifications and Experience:

- Post-secondary education in business, management, public administration or finance/accounting or an equivalent of education and experience;
- At least 5 years of related experience;
- Ability to multi-task and handle a variety of constantly changing demands and pressures while continuing to advance on the strategic direction of the organization and our communities;
- Excellent computer skills including working knowledge of accounting and MS Office programs;
- Superior communication skills, both written and oral;
- Effective and proven project and program planning and management capabilities;
- Effective and proven negotiation skills;
- Exceptional public relations and conflict management skills;
- Valid drivers license and access to a reliable, personal vehicle;
- Provide a current credit bureau report, CPIC and drug test, the results of which are satisfactory to the employer, in its sole discretion.

This is a full-time, contract position that will be based in one of our communities and will demand a very high level of commitment. We are seeking a highly motivated and capable individual whose aspirations and accomplishments demonstrate a passion and unfettered commitment to achieving excellence in financial management and outcomes.

Indigenous persons, especially qualified members of our partner First Nations are strongly encouraged to apply.

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For the right candidate, we are offering a competitive compensation package including a competitive salary commensurate with your qualifications.

Further information on our organization can be found at our website www.supercomindustries.com

Deadline for applications is 4:00 p.m., Friday May 11th, 2018.

For further information, and to submit your application, please contact:

Ginny Michano

Director, Supercom Industries Corp. – Chair, Finance Committee

Email: gmichano@hotmail.com

Tel: (807) 623-4341

Applications must include a current resume and a comprehensive forwarding letter which clearly explains how your qualifications meet the requirements of the position.

Applications should be clearly marked: Competition/Finance Manager

Incomplete or late applications will not be accepted.

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