



**PEGUIS MAIN OFFICE**  
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**WINNIPEG OFFICE**  
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## Peguis Child and Family Services Job Posting

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**Job Title:** Finance Officer

**Competition Number:** 2025-07-31 B

**Salary Range:** (based on credentials and experience)

**Location:** Peguis, MB and/or Winnipeg, MB

**Type:** Full Time

**Date Posted:** Thursday, July 31, 2025

**End Date:** Friday, August 29, 2025

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### Job Overview:

Peguis Child and Family Services is looking for a meticulous and knowledgeable **Finance Officer** to ensure the financial operations meet all regulatory and internal policy requirements. This role involves monitoring financial activities, identifying potential compliance risks, and implementing controls to safeguard the Agency's integrity. The ideal candidate will have a strong understanding of financial regulations, excellent analytical skills, and experience in financial reporting, audits, or risk management.

### Key Responsibilities:

- Analysis and Monitor Service Delivery expenditure to ensure financial compliance
- Provide weekly financial reports to the Finance team
- Coordinate meetings with Service Delivery Teams to monitor financial compliance and target goals
- Monitor and analyze financial performance, identifying trends, opportunities, and areas for improvement
- Provide Training to achieve financial compliance for Service Delivery Teams
- Ensure compliance with relevant accounting standards, regulations, and tax requirements
- Develop and implement internal controls to safeguard company assets and ensure financial integrity
- Coordinate financial compliance with Executive Finance Team and appointed auditor
- Collaborate with Quality Assurance Department

### Qualifications:

- Knowledge of Peguis First Nation Legislation "*Honouring our Children, Families, and Nation Act*"
- Experienced with conflict resolutions and ability to mediate conflict
- Strong Interpersonal and written communication skills
- Excellent Analytical skills with high attention to detail;
- Ability to work in a team setting or separately with minimal supervision
- Familiar with Apple products and experience with accounting software or any relevant software (Excel, PowerPoint, SAGE, SIMPLY)
- Demonstrated report writing and data analysis skills being able to identify trends and discrepancies
- Maintain a high degree of professionalism, courteousness, and friendliness
- Self-motivated and dedicated team player
- Valid class 5 driver's license with insured vehicle

### EDUCATION & EXPERIENCE:

- Completion of a post-secondary accounting program/certificate or in a related field
- Minimum 5 years accounting experience
- Minimum 1 year experience with Sage 300 Accounting Software

**How to Apply:** Send a cover letter, resume, and three (3) references to:

**Email:** [hr@peguiscfs.org](mailto:hr@peguiscfs.org)

**Fax:** 204-632-7226

**Phone:** 204-632-5404

All applicants will be subject to satisfactory pre-employment drug test, criminal records, child and adult abuse registry and prior contact checks. Please cite the competition number and position in the subject line when submitting by email. We thank all who apply, however, only those candidates selected for an interview will be contacted. First Nation applicants are encouraged to self-identify as being of First Nat

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