



Sakku Investments Corporation
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Job Advertisement

FINANCE CLERK

Sakku Investments Corporation is seeking an ambitious and detail oriented Finance Clerk to join our team located in Rankin Inlet. The ideal candidate will have a basic understanding of financial principles and be eager to learn and assist with various accounting and administrative tasks.

Job Requirements

- High School diploma or equivalent
- Strong understanding of basic financial principles
- Strong attention to detail and excellent organizational skills
- Willingness to learn and work with accounting software and Excel
- Ability to work independently and meet deadlines
- Strong desire to learn and grow in the field of finance

Responsibilities

- Assist with the preparation of financial statements and reports under supervision
- Maintain accurate records of financial transactions
- Assist with budget preparation and forecasting under supervision
- Reconcile bank statements and maintain accurate records of cash flow under supervision
- Provide support to the accounting team with various tasks as needed

Starting salary is \$75,000.00 per annum with a northern allowance of \$12,000 housing allowance of \$48,000/year (based on eligibility) including health insurance and Vacation Travel Assistance. If you are self-motivated and a detail-oriented individual with a passion for finance. We encourage you to apply for this exciting opportunity.

Competition Closing Date: Friday, May 23, 2025

- Housing is available for this position and allocation is based on needs.
- Relocation from other Kivalliq communities will be supported.
- Preference will be given to Inuit enrolled under the Nunavut Agreement.
- Only applicants that are selected for an interview will be contacted.

To apply for this position, please send your resume and cover letter to
hiring@sakku.ca