



# Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

Toll Free Fax: (877) 825-7564

L9 P23 R4074 HWY 596 - Box 109

Keewatin, ON P0X 1C0

# Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/04/28

## Bookkeeper (NOC: 1311)

<b>Job ID</b>	<b>E2-BC-EC-3A-73-E7</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=E2-BC-EC-3A-73-E7">https://careers.indigenous.link/viewjob?jobname=E2-BC-EC-3A-73-E7</a>	
<b>Company</b>	Behdzi Ahda First Nation	
<b>Location</b>	Colville Lake, Northwest Territories	
<b>Date Posted</b>	From: 2018-09-27	To: 2019-09-22
<b>Job</b>	Type: Full-time	Category: Office
<b>Job Salary</b>	\$42.82 Per Hour, 40 Hours Per Week	
<b>Languages</b>	English	

### Description

- Post journal entries
- Maintain general ledgers and financial statements
- Prepare trial balance of books
- Calculate fixed assets and depreciation
- Calculate and prepare cheques for payroll
- Prepare tax returns
- Keep financial records and establish, maintain and balance various accounts using manual and computerized bookkeeping systems
- Reconcile accounts
- Prepare other statistical, financial and accounting reports

Salary: \$42.82 per hour

Permanent, Full time 40 hours per week

Languages: English

Education: College, CEGEP or other non-university certificate or diploma from a program of 1 year to 2 years

Experience: 1 year to less than 2 years

### How to Apply

By Email: [franc@behdziahda.com](mailto:franc@behdziahda.com)

By Mail: 53 Behdzi Ahda Drive - P.O. Box 53, Colville lake, NT X0E 1L0

Fran Caballero

Behdzi Ahda First Nation

# Job Board Posting

Date Printed: 2024/04/28

## Bookkeeper (NOC: 1311)

<b>Job ID</b>	<b>835D6EFDA0F2E</b>	
<b>Web Address</b>	<a href="http://NewCanadianWorker.ca/viewjob?jobname=835D6EFDA0F2E">http://NewCanadianWorker.ca/viewjob?jobname=835D6EFDA0F2E</a>	
<b>Company</b>	Behdzi Ahda First Nation	
<b>Location</b>	Colville Lake, Northwest Territories	
<b>Date Posted</b>	From: 2018-09-27	To: 2019-09-22
<b>Job</b>	Type: Full-time	Category: Office
<b>Job Salary</b>	\$42.82 Per Hour, 40 Hours Per Week	
<b>Languages</b>	English	

### Description

- Post journal entries
- Maintain general ledgers and financial statements
- Prepare trial balance of books
- Calculate fixed assets and depreciation
- Calculate and prepare cheques for payroll
- Prepare tax returns
- Keep financial records and establish, maintain and balance various accounts using manual and computerized bookkeeping systems
- Reconcile accounts
- Prepare other statistical, financial and accounting reports

Salary: \$42.82 per hour

Permanent, Full time 40 hours per week

Languages: English

Education: College, CEGEP or other non-university certificate or diploma from a program of 1 year to 2 years

Experience: 1 year to less than 2 years

### How to Apply

By Email: [franc@behdziahda.com](mailto:franc@behdziahda.com)

By Mail: 53 Behdzi Ahda Drive - P.O. Box 53, Colville lake, NT X0E 1L0

Fran Caballero

Behdzi Ahda First Nation

# Job Board Posting

**NoExperienceNeeded.ca**  
your place for a first step or a fresh start

Date Printed: 2024/04/28

## Bookkeeper (NOC: 1311)

Job ID	943171D5DDC7A		
Web Address	<a href="http://NoExperienceNeeded.ca/viewjob?jobname=943171D5DDC7A">http://NoExperienceNeeded.ca/viewjob?jobname=943171D5DDC7A</a>		
Company	Behdzi Ahda First Nation		
Location	Colville Lake, Northwest Territories		
Date Posted	From: 2018-09-27	To: 2019-09-22	
Job	Type: Full-time	Category: Office	
Job Salary	\$42.82 Per Hour, 40 Hours Per Week		
Languages	English		

### Description

- Post journal entries
- Maintain general ledgers and financial statements
- Prepare trial balance of books
- Calculate fixed assets and depreciation
- Calculate and prepare cheques for payroll
- Prepare tax returns
- Keep financial records and establish, maintain and balance various accounts using manual and computerized bookkeeping systems
- Reconcile accounts
- Prepare other statistical, financial and accounting reports

Salary: \$42.82 per hour

Permanent, Full time 40 hours per week

Languages: English

Education: College, CEGEP or other non-university certificate or diploma from a program of 1 year to 2 years

Experience: 1 year to less than 2 years

### How to Apply

By Email: [franc@behdziahda.com](mailto:franc@behdziahda.com)

By Mail: 53 Behdzi Ahda Drive - P.O. Box 53, Colville lake, NT X0E 1L0

Fran Caballero

Behdzi Ahda First Nation