



**Xyntax Group Inc.**  
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## Director, Finance & Management Services

Join a purpose-driven company and help make a positive impact on people and communities.

### About Xyntax

Founded in 1984, Xyntax Group Inc. (Xyntax) is an Indigenous technology company that provides First Nation Governments and Administrations the information they need to efficiently serve their communities and peoples. INEXSUITE, our financial & administration management application, integrates features such as Community Database, Accounting, Human Resources, Social Assistance, Asset Management - and more, to provide immediate access to information and transactional power accessible from a computer or smartphone. Xyntax serves over 100 Indigenous governments. Based on input from users, Xyntax continues to evolve to meet the needs of its growing client base.

### The Opportunity

Reporting to the CEO, the Director of Finance & Management Services is a unique and dynamic role that provides strategic leadership and financial oversight for Xyntax and other Indigenous organizations. This role requires a people-centric professional with an entrepreneurial spirit, driven to innovate and dedicated to making a positive difference on several levels.

The primary contributions from this role will be to:

- Provide strategic financial leadership and oversight within Xyntax by ensuring strong financial accounting & reporting and identifying critical financial metrics that drive performance. Advisory and guidance on the financial implications of strategies and business activities being considered and already underway. Enable timely, data-driven decisions in collaboration with the senior management team and participate in presentations to governing bodies and regulators when required.
- Help lead and accelerate the growth of an exciting and already successful business line offering financial management products and services to Indigenous organizations. Comfortable in delivering financial management services, software solutions, and stakeholder relationship development is essential in this role.

## Required Role Qualifications:

- Bachelor's Degree in Commerce, Business Administration or relevant degree with an Accounting or Finance major.
- A CPA designation is required.
- CAFM designation is an asset.
- Working knowledge of accounting and tax software such as Caseware, Profile, Quickbooks and Simply Accounting.
- Experience using Xyntax is a strong asset.
- Experience working with First Nations, Inuit, or Métis governments is a strong asset.
- Demonstrated experience implementing and completing First Nations Financial Management Board (FNFMB or FMB) certifications, i.e. FAL, FMS or FP, is a strong asset.
- Ability to plan, direct and control the strategic accounting functions for multiple client companies at any given time.
- Exceptional ability to motivate, coach and develop team members.
- Ability to remain calm and instill confidence in stakeholders that are experiencing challenges.
- Valid driver's license with the flexibility to travel within Canada as and when required.

## Working With Xyntax

- We offer the possibility to work remotely, an extensive benefits package, and a competitive salary.
- Indigenous candidates are encouraged to apply.
- Xyntax is proud to be an equal opportunity employer committed to creating a diverse work environment. All qualified applicants will receive consideration for employment without regard to race, colour, ancestry, religion, sex, national origin, sexual orientation, age, marital status, disability or gender identity.

## How to Apply

If you are interested in this opportunity, please email a copy of your resume and a cover letter to [careers@xyntax.com](mailto:careers@xyntax.com).

Applications will only be considered if they are eligible to work in Canada. All applicants who require a work permit or sponsorship for employment in Canada will not be considered.

Please note that only candidates considered for the interview process will be contacted.

**As an Indigenous-owned company, we encourage Indigenous candidates to apply.**