



## CHITIMACHA TRIBE OF LOUISIANA

**TITLE OF POSITION:** ASSISTANT CONTROLLER

**DEPARTMENT:** CHITIMACHA FINANCE DEPARTMENT

---

*The Chitimacha Tribe of Louisiana is a federally recognized Tribe located on the Chitimacha Reservation near Charenton, Louisiana. We are a Sovereign Nation governed by our Tribal Council and our government operates similar to other governments.*

---

**JOB SUMMARY:** This position is responsible for undertaking and performing a variety of functions such as general ledger, financial reporting, year-end audit preparation, supervision of assigned staff and other duties associated with the day-to-day operations of the Finance department.

**EDUCATION AND/OR EXPERIENCE:** A Bachelor's degree in Accounting/Finance AND seven (7) years of relevant accounting and two (2) years of supervisory experience.

**ADDITIONAL REQUIREMENTS:**

- Background investigation will be required.
- Subject to pre-employment and random drug testing.

**BENEFITS:** Medical Insurance (Federal Program), Dental / Vision Insurance, Critical Illness Insurance, 401(k) Employer Match, Paid Time Off (PTO), Employee Discounts, Employer Paid Life Insurance, Short Term / Long Term Disability and Life Insurance.

**HOW TO APPLY:** View our website [www.chitimacha.gov](http://www.chitimacha.gov), or visit the Human Resources Department at 230 Chitimacha Loop, Charenton, Louisiana. Applications are accepted: Monday–Thursday 7:30 a.m. – 5:00 p.m. and Friday 7:30 a.m. 11:30 a.m.

**CLOSING DATE: THIS POSITION WILL REMAIN OPEN UNTIL FILLED.**

PREFERENCE WILL BE GIVEN TO QUALIFIED NATIVE AMERICANS PURSUANT TO PUBLIC LAW 93-638 AND THE INDIAN SELF-DETERMINATION AND EDUCATION ASSISTANCE ACT AND THE INDIAN CIVIL RIGHTS ACT 25 U.S.C. 450e(B).