



The Minnesota Chippewa Tribe

Accounts Payable/Payroll Clerk, \$19.30/hr.

Duty Station: Cass Lake, Minnesota

Deadline: July 10, 2020

Two-year accounting degree from accredited technical school or two to three years' experience in accounts payable processing and/or payroll processing.

Basic skill working with personal computers is necessary and

Microsoft Word, Excel and Access experience is helpful.

Ability to relate well to a wide variety of people, including all levels of clerical, technical and professional employees, Tribal Officials and Reservation staff, State and Federal Government agency staff.

Regular full-time, fringe benefits. Background check required for all positions

To view job announcement(s) and to download an application visit
www.mnchippewatribe.org

Send resume or application w/references to:

Joel D. Smith • Director of Administration

The Minnesota Chippewa Tribe

P.O. Box 217 Cass Lake, Minnesota 56633

EEO- American Indian Preference