



TREASURER

Are you a motivated results-oriented individual looking for a new challenge? Do you want to be part of Management and make a difference leading a finance team?

.....this could be your next opportunity!

Tay Valley Township is looking to hire a Treasurer. We are located in the heart of Eastern Ontario's cottage country, within a one-hour drive of both Ottawa and Kingston. The Tay Valley Township team offers a great culture and unique work environment for an individual wishing to partner with Council and fellow employees in the delivery of municipal services to a population of 7,300!

Job Summary

Reporting to the Chief Administrative Officer, the Treasurer will be a key member of the management team and will be responsible for the overall financial management of the Township including financial planning and forecasting, budgeting, asset management, property taxes and optimization of other revenues.

Your Role

The successful candidate will manage the Finance Department and provide financial leadership and advice to Council and staff to ensure the long-term financial sustainability of the Township. The Treasurer will provide financial analysis of programs, projects and proposed initiatives; deliver timely and reliable financial information and oversee the financial management systems to support strategic financial decisions.

Qualifications

- Post-secondary education in a finance, accounting or business related field is preferred
- Professional accounting designation (CA, CMA, or CGA)
- A minimum of 5 years of experience leading a team
- Solid knowledge of municipal legislation, financial practices, and provincial/federal funding programs
- Excellent communication and interpersonal skills
- Experience working in a municipal setting is an asset

Join our Team

- *Work Life Balance (35 hour work week)*
- *Competitive Compensation and Vacation Program*
- *Great Benefits and Pension Plan*
- *Part of the Management Team*

.....and working with a small dynamic team of individuals makes this an attractive full-time permanent position for the right candidate.

Please submit a cover letter and resume **by Noon on Monday, August 19th, 2019** to Amanda Mabo, Clerk at clerk@tayvalleytwp.ca or visit the Township website at www.tayvalleytwp.ca for a copy of the full position description.

Tay Valley Township is an equal opportunity employer, committed to ensuring all candidates are able to participate in the interview process fully and equally. If contacted for employment, please let us know if you require any accommodations to ensure you can participate fully and equally during the recruitment and selection process. Personal information collected from applications is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, and will be used to determine qualifications for employment. Questions about the collection of Information should be directed to the Clerk at the address indicated above.

We thank all applicants for their interest and only those selected for an interview will be contacted.