



The Municipality of Huron East is now accepting applications for the position of:

**Financial Analyst / Deputy Treasurer
Full-time Permanent Position**

The Municipality of Huron East is a progressive and growing municipality of approximately 10,000 residents. Located in beautiful Huron County, Huron East is a blend of vibrant urban areas, rural communities, and productive farmland. Located 30 minutes west of Stratford and one hour north of London, Huron East provides an impressive level of services and opportunities for our residents.

The successful applicant will work closely with the Director of Finance / Treasurer by assisting with financial analysis, supporting the development, implementation and maintenance of the municipal asset management program, maintaining the tangible capital asset sub-ledger, performing the accounting for municipal drains, reconciliations of assigned balance sheet accounts, preparing journal entries and preparing grant applications and progress reports.

The successful candidate will be an effective team player, hold a high regard for confidentiality and like to be challenged in a continuously evolving environment. Applicants should possess a University degree or three year diploma in accounting, finance or related. This position requires a minimum of three (3) years of experience with similar responsibilities to the ones outlined in the job description. A thorough knowledge of accounting best practices in addition to well-developed oral communication skills, writing skills, and organizational skills are crucial for this role. Strong computer and records management abilities and capability to work with regular interruptions are essential for success in this position.

Preference may be given to those applicants pursuing or interested in pursuing a Chartered Professional Accountant designation or those with experience in a municipal setting.

This full time position offers an attractive benefit package and three weeks' vacation to start. The salary range for this position is \$41.05 - \$46.20 per hour.

Further information including a complete job description is available on the Huron East website (www.huroneast.com)

Applicants are asked to submit a detailed resume in confidence to the undersigned by **4:00 p.m.** on **Friday April 19, 2024.**

Stacy Grenier, CPA
Director of Finance / Treasurer
Municipality of Huron East
72 Main Street South, P.O. Box 610
Seaforth, Ontario N0K 1W0
519-527-2561 (fax)
treasurer@huroneast.com

We thank all applicants for their interest in working for us, however, only those applicants selected for an interview will be contacted.

The Municipality of Huron East is an equal opportunity employer. Accessibility accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.