



The Town of Parry Sound is currently seeking a **DEPUTY TREASURER**.

Hugging the shores of Georgian Bay, the Town of Parry Sound is the world renowned jewel of the 30,000 Islands of Georgian Bay. Located approximately 2 hours north of Toronto, Parry Sound is a four-seasons playground of the near North, rich in arts, culture and heritage and the commercial hub servicing a year-round population of 18,000 and a seasonal population of 60,000 plus.

Reporting to the Director Finance and Administration, the Deputy Treasurer will be responsible for:

- Assisting the Director of Finance in managing the overall general accounting, accounts payable and receivable functions, GL, FIR completion, and monthly operating statements, budgets, Capital Asset Management program, Audit, etc. for the Town and its Boards.
- Taxation and all Municipal Revenue Functions
- Oversee the application and reporting of all municipal infrastructure and subsidy related grants
- Managing all activities of the Provincial Offences Court operations on behalf of 19 partners.
- Statutory duties of the Treasurer in their absence

Key Qualifications

- A related post secondary education or university degree with an accounting designation (CGA, CMA or CA) or a related mix of education and experience;
- Advanced Computer proficiency including thorough knowledge of accounting software, spreadsheets and database management;
- Thorough understanding of appropriate legislation including the *Ontario Municipal Act*, *Sale of land*, and *Assessment Act*, POA, municipal policies and by-laws;
- Proven managerial/supervisory skills and the ability to communicate effectively with all levels of staff, elected officials, the business community and general public.
- Excellent analytical, negotiation, presentation, conflict resolution and project/time management skills
- Municipal experience, AMCTO/CMO designation or Municipal Tax Administration Course and/or Municipal Finance Courses an asset or willingness to enroll in and successfully complete;

A career with the Town of Parry Sound offers an opportunity to make a positive difference in our community.

The salary range for this position is \$69,364 to \$81,605 along with a competitive benefit package. The closing date is June 21, 2010, although resumes will be accepted until a suitable candidate is found. To confidentially discuss this opportunity please contact Evelyn Dean at 519 538-4391. Applications and requests for information may be submitted through the website <http://www.edeanassociates.com/Career100520.html> or faxed to 519 538-2735. For more information on the Town of Parry Sound- www.townofparrysound.com

In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information provided by the applicants is collected under the authority of the Municipal Act, 2001 and will be used for the purpose of candidate selection. The Town of Parry Sound is an equal opportunity employer.