



MUNICIPALITY OF
West Elgin

Manager, Corporate Services (Treasurer)

The Municipality of West Elgin is a vibrant community-driven organization dedicated to deliver seeking a highly motivated, organized, and dedicated leader to assume the role of Manager, Corporate Services (Treasurer) within our organization. As a key contributor to the municipal administration, you will report directly to the Chief Administrative Officer (CAO). You will be responsible for the overall leadership, planning, development and administration of the Finance Team. In this critical role, your primary duty will be to ensure the municipality's financial health and stability. Your responsibilities will include providing expert financial guidance to various stakeholders, including Municipal Staff, Council, and Committees. Adhering to the statutory duties outlined in the Municipal Act, you will execute the essential functions of the Municipal Treasurer and demonstrating a comprehensive understanding of financial management principles.

In this pivotal position, your primary duty is to safeguard the financial well-being and stability of the municipality. Your role involves offering expert financial counsel to diverse stakeholders, including Municipal Staff, Council, and Committees. You will uphold the statutory obligations specified in the Municipal Act, performing vital functions as the Municipal Treasurer and showcasing a thorough grasp of financial management principles.

A full job description can be found on the Municipality of West Elgin website – www.westelgin.net

Salary range based on the Non-Union Salary Grid: \$94,785.25 - \$118,481.57.

Interested applicants are invited to submit a cover letter and resume addressing their qualifications and work experiences, marked confidential, no later than **4:00 p.m. on April 2, 2024** to jobs@westelgin.net.

We thank all those applicants who apply and advise that acknowledgement will only be forwarded to those applicants who are invited for an interview. Personal information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of candidate selection.

In accordance with the Accessibility for Ontarians with Disabilities Act, if you require this document or any additional documents in an alternative format, please contact our office at 519-785-0560. Please know that should you require any special accommodations in order to apply for a position or interview for a position with the Municipality of West Elgin, we will endeavour to make such accommodations.