



TOWNSHIP OF CARLING TREASURER

Salary Range - \$75,000 to \$95,000

The Township of Carling is a rural, single tier municipality located in Northern Ontario, on the shores of Georgian Bay. Located just north of the Town of Parry Sound, on Hwy 400, the Township of Carling is well known as cottage country for many and is only a 2 hour drive from the Greater Toronto Area. The stunning views and tranquillity of Georgian Bay and numerous freshwater lakes allow for extraordinary recreational opportunities. It is an ideal location to live, work and raise a family.

Reporting to the Chief Administrative Officer, the Treasurer is responsible for planning and coordinating all aspects of the Finance Department including tax collection, financial reporting, payroll, accounts payable, accounts receivable, and cash flow management.

The preferred applicant will have:

- A University degree in Accounting, Finance or Business studies
- Enrolment in the Certified Professional Accountant (CPA) program
- Minimum five (5) years of related experience
- Knowledge of applicable legislation and regulations related to municipal finance, taxation and reporting requirements
- Experience in municipal financial and taxation software
- Proficiency in Microsoft Office software including Excel (advanced level), Word, PowerPoint and Outlook
- Excellent oral and written communication skills with demonstrated interpersonal, leadership, problem-solving and decision making skills

A detailed summary of the position responsibilities and qualifications are available upon request or by visiting www.carling.ca.

Interested candidates are invited to submit their application with subject line TREASURER via email to cao@carling.ca, including resume and cover letter that outlines their qualifications and relevant experience, no later than **4:00pm on March 3rd, 2017**

We appreciate the interest of all applicants, however, only those selected for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected, and will only be used for the purpose of candidate selection. Accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.