

Manager, Accounting Operations (Fulltime Permanent)

Located just north of Toronto in the Region of York, the Town of East Gwillimbury is the GTA's top growth municipality. Our communities include Holland Landing, Sharon, Queensville and Mount Albert – each with their own rich history and unique charms. As one of Ontario's growth centres, East Gwillimbury's population is projected to reach 150,000 by 2051. By joining the EG team you will help shape our growing community.

East Gwillimbury offers a fully balanced lifestyle and is a wonderful place to live and work. Our municipal offices are easily accessible off of Highway 404 and a short 15 min drive from Highway 400 allowing for short average commute times for staff. Enjoy competitive wages, progressive extended health plan, employee assistance program, and active social and wellness committees. Convenient parking, outdoor seating areas, and easy access to trails allow you to enjoy the beauty of EG while at work.

With guidance from our Strategic, Official and Master Plans and Character Community attributes we are a high performance Town and our staff are committed to providing service and excellence.

Reporting to the Director of Finance/Deputy Treasurer within the Finance branch of the Corporate Services Department, the Manager of Accounting Operations is primarily responsible for the day-to-day accounting operations. Key responsibilities include; providing daily staff supervision and leadership to the accounting staff; coordinating the preparation of the consolidated Financial Statements and Financial Information Return and to plan and coordinate the year-end audit; preparing and developing the annual business plan and budget; liaising with departments and budget holders to: provide timely and accurate reporting for strategic decision making, prepare budget variance reports, and forecast financial result for year-end; overseeing the maintenance of the general ledger, ensuring compliance with regulations and legislations and financial controls.

Preferred candidates will have a University degree in Commerce or a related field, and have obtained a Chartered Professional Accountant (CPA) designation. Coupled with seven years of experience in a municipal finance department and/or within a finance department at a senior level.

Successful candidates must be able to demonstrate thorough working knowledge of municipal financial legislation/regulations including the Municipal Act, contemporary financial/tax issues facing local government in Ontario and municipal financial operations/administration in general, professional accounting principles/practices and the Public Sector Accounting Board (PSAB) standards, and contemporary human resources and supervisory practices. Ability to think and act strategically and appropriately in a political and community service environment, to foster corporate thinking and a positive/enthusiastic customer care attitude/approach among staff, and to deal courteously and effectively with taxpayers/property owners, developers/builders, elected officials, staff, and other departmental/corporate contacts.

Salary Range: \$90,636-\$106,616

If you're looking for a career move that will enable you to contribute to a growing and inclusive community, please apply and submit your resume and related information online at:

<https://workforcenow.adp.com/jobs/apply/posting.html?client=TOEG4282>

Deadline for applications is August 7, 2017

We thank all applicants for their interest, however, only those being considered for an interview will be contacted

The Town of East Gwillimbury is committed to diversity and inclusivity in employment and welcomes applications from qualified individuals of diverse backgrounds. In accordance with the [Accessibility for Ontarians with Disabilities Act, 2005](#) and the Ontario Human Rights Code, the Town of East Gwillimbury will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities. If selected to participate in the recruitment, selection and/or assessment process, please inform the Town's Human Resources staff of the nature of any accommodation(s) that you may require in respect of any materials or processes used to ensure your equal participation. In accordance with the *Municipal Freedom of Information & Protection of Personal Privacy Act*, personal information collected will only be used for candidate selection.

"Our town, Our future"

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