



Town of Simsbury

933 HOPMEADOW STREET ~ SIMSBURY, CONNECTICUT 06070

Maria E. Capriola - Town Manager

DIRECTOR OF FINANCE/TREASURER TOWN OF SIMSBURY

The Town of Simsbury, Connecticut is seeking an innovative, collaborative, dynamic and experienced professional to serve and lead the Simsbury Finance Department. A full profile of the department, position and community will be available at www.simsbury-ct.gov.

The Director of Finance/Treasurer is responsible for establishing a vision, planning, directing and evaluating the financial affairs for the Town of Simsbury. Sample duties include: developing and implementing financial policies and procedures; overseeing all finance related functions such as accounting, budget development and monitoring, grant administration, payroll, and purchasing; serving as the Treasurer and overseeing cash management; assisting with management of employee benefits such as health insurance fund and pension fund management; and overseeing the Revenue and Assessment divisions. The Director is also responsible for coaching, supervising and evaluating departmental personnel in accordance with collective bargaining provisions and other applicable Human Resources policies. The Director of Finance will work under the administrative direction of the Town Manager and the policy direction of the Board of Finance.

The anticipated hiring range is \$100,000-\$125,000 per year with a competitive benefits package. The preferred candidate will be subject to a criminal background check, drug/alcohol screening, motor vehicle check and a pre-employment medical evaluation.

Candidates must have a Bachelor's degree from an accredited college or university with major coursework in accounting, finance, business administration or related field. A minimum of eight (8) years of experience in accounting, auditing, finance or a related field and a minimum of four (4) years of supervisory experience are required. Experience working for a municipality and possession of a CPA and master's degree are highly desirable.

Interested candidates are required to submit an on-line employment application including resume, letter of interest, and list of at least 3 professional references to www.simsbury-ct.gov/jobs. **The deadline for all required application materials is Friday, March 16, 2018 at 1pm**

If you have any problems while using the online application system, or if you require a reasonable accommodation to apply for this position, please contact the Town Manager's Office at (860) 658-3291.

AA/EEOE

Telephone (860) 658-3230
Facsimile (860) 658-9467

townmanager@simsbury-ct.gov
www.simsbury-ct.gov

An Equal Opportunity Employer
8:30 - 7:00 Monday
8:30 - 4:30 Tuesday through Thursday
8:30 - 1:00 Friday