**Manager of Finance**

**Description:**

The RM of Sherwood No. 159 is seeking a Manager of Finance to provide professional leadership and direction for all financial management, property assessment, taxation and risk management.

**Duties will include:**

* Preparation of annual budgets
* Monitors, controls and authorizes municipal spending.
* Development and implementation of asset management planning
* Recommend and administers an investment strategy.
* Prepares and presents reports to the Chief Administrative Officer and RM Council regarding department activities.
* Prepares monthly and annual financial statements for presentation Coordinates and supports the year-end audit process.
* Develop and implement appropriate financial systems
* Responsible for risk management, property assessment and taxation.
* Maintains a knowledge of all funding programs that may be available to support community initiatives.

**Candidates should possess:**

* Post-secondary education in business administration, public administration, or a related discipline.
* Professional accounting designation is desirable
* Five plus years’ experience in municipal administration and finance.
* Demonstrable skills, experience, and working knowledge in the areas of municipal and financial administration, property assessment and taxation.
* Valid Class 5 SK Driver’s License
* Current Criminal Record Check

At the discretion of Chief Administrative Officer, a combination of related education and experience may be considered.

The RM of Sherwood No. 159 provides a competitive compensation and benefits package, including the municipal employees pension plan (MEPP).

If you are looking for a career in local government, you are invited to submit a cover letter and resume to:

RM of Sherwood No. 159

CONFIDENTIAL – Manager of Finance Competition

P.O. Box 40029 Grasslands PO

Regina, SK S4W 0L3

Or email: careers@rmofsherwood.ca

The job posting will remain open until a suitable candidate is found.