



EMPLOYMENT OPPORTUNITY Town of Hay River

Director of Finance and Administration

Are you interested in an opportunity to work in a position that provides you with the chance to play a key role in assisting the Town of Hay River carry out its strategic plan? The Director is responsible for such tasks as preparing the budget, assisting in the strategic planning process, conducting financial analysis, preparing financial reports, developing and implementing an effective system of accounting, managing the payroll system, and ensures financial programs such as property taxation, utilities, licensing/permitting, etc. are competently conducted. The position also manages the staff of the Finance and Administrative department.

Qualifications:

The Director, Finance and Administration, would normally attain the required knowledge, skills, and competencies through completion of a professional accounting designation (CA, CGA, CMA) from a recognized accounting program and have several years of related senior financial and administrative experience, preferably in a municipal or other government sector. Equivalencies will be considered.

This senior management position offers a comprehensive benefits package, pension plan, and housing allowance. The salary range is between \$122k - \$162K, depending on experience.

If you are interested in applying on this position, please submit a detailed resume and cover letter to the Town of Hay River in person or via email.

For additional information please contact:

Town of Hay River

Phone: 867-874-6522

Email: humanresources@hayriver.com

The Town of Hay River is known as the Hub of the North. It's an ideal location for those who appreciate a lifestyle that encapsulates a family friendly environment with recreational activities that capture the spirit and zest for life in a dynamic and vibrant community. The option of walking or biking to work within minutes of where you live creates time benefits with your family. An ability to fully participate in activities that include gardening, arts & cultural venues, golfing, swimming, camping, fishing, water sports in the rivers & lakes and countless winter activities, are all at your fingertips.

Open until filled