



**IMMEDIATE EMPLOYMENT OPPORTUNITY
FINANCE DIRECTOR
Norwich, Vermont**

Norwich, VT has a job opening for its Finance Director. This is a full-time, salaried position responsible for all aspects of the Town's finances. This is a key position in the Town with public interaction and working with the various Town departments, under supervision of the Town Manager. Much of the position's duties are similar to those of a senior account manager.

Minimum qualifications: BA/BS in a related field (e.g., accounting, finance, business or administration) and at least 3-5 years of experience. Familiarity in governmental finance (modified accrual basis of accounting) is a plus. Experience with accounting software, is required, NEMRC software even better. The selected candidate will be expected to "hit the road running" on higher level financial functions (e.g., forecasting, reporting, collaborating with the Town Manager on issues important to the Selectboard and its Finance Committee, etc.), while working with an existing individual that currently takes care of the day-to-day operations. Salary is commensurate with experience, with excellent benefits.

The position remains open until filled. Applicants submitting a cover letter, resume, and professional references before **Noon, Monday, October 19, 2020** will be given preference. In confidence, send or email application to:

Herbert A. Durfee, III, Town Manager
Attn: Finance Director Search
Town of Norwich
PO Box 376
Norwich, VT 05055-0376
hdurfee@norwich.vt.us

For additional information, including job description, visit the Town webpage at: www.norwich.vt.us
Equal Opportunity Employer