

Norwich, VT has an immediate job opening for Finance Director, with similar duties to those of a Senior Account Manager. This is a full-time salaried position or part-time hourly-rate position (with pro-rated benefits) for no fewer than 20 hours per week. The Finance Director is responsible for all aspects of the Town's finances. It is a key position in the Town, interacting with residents and Town departments under the supervision of the Town 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 who currently takes care of the day-to-day operations. Salary or hourly rate is commensurate with experience, with excellent benefits.

The position remains open until filled. Applicants submitting a cover letter, resume, and professional references before **4:30 pm on Friday, May 28, 2021** 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