



TOWN OF SAINT ANDREWS

Employment Opportunity Assistant Treasurer

The Town of Saint Andrews is accepting applications for the position of Assistant Treasurer until **December 8, 2021**.

The ideal candidate will;

- Have a university or college degree with a focus on accounting.
- Will have 3 or more years' experience in the accounting field with responsibilities including the monthly preparation of financial statements.
- Has experience with municipal or NGO accounting practices.
- Has experience with budget preparation and analysis.
- Has intermediate level knowledge of the Microsoft Office productivity suite.
- Able to work in a multi-tasking environment while focusing on getting the priority of the day done.

For further information on the position and how to apply, please visit www.townofstandrews.ca or email cspear@townofstandrews.ca.