



**Village of New Maryland
Exciting Career Opportunity
Finance Clerk**

The Village of New Maryland is looking for a dynamic team player to join our Finance Department as we work to support Council and residents while promoting strong fiscal management for our community.

We are inviting qualified applicants to apply for the key full-time career position of **Finance Clerk**. Reporting to the Village's Treasurer, the successful incumbent will be an instrumental part of our financial management team, responsible for providing day-to-day accounting procedures to ensure efficient and effective administration and compliance with legislative and municipal objectives, policies and procedures.

The ideal candidate will possess a post-secondary education in a relevant discipline and/or two – three years of experience in the administration of finances, accounting, and accounts receivable/payable. **A detailed position profile is available at www.vonm.ca.**

Remuneration and benefits are competitive and in compliance with the Village of New Maryland organizational policies and practices. The Salary Range for this position is \$37,057 - \$41,926.

Applications, including a detailed resume with 3 references, may be submitted no later than 4:30pm on Monday, 07 August 2017 to Cynthia Geldart, Chief Administrative Officer, Village of New Maryland, 584 New Maryland Highway, New Maryland, NB, E3C 1K1 or emailed to cynthia.geldart@vonm.ca. Applications via fax will not be accepted.

The Village thanks all applicants for their interest, however only those selected for an interview will be contacted.