



## Chief Financial Officer Village of South River

**Posting Date:** January 12, 2022  
**Job Type:** Full-Time  
**Work Location:** Village Office (63 Marie Street, South River, ON)  
**Reports to:** Clerk- Administrator  
**Hours of Work:** Minimum of 35 hours per week  
**Salary:** \$60-\$85,000 based on experience and education plus benefits package which includes the OMERS pension plan.

South River, a single tier municipality, is a village on Highway 124 near Algonquin Park in the Almaguin Highlands region of Parry Sound District of Ontario, Canada. It is about halfway between North Bay and Huntsville or a 3-hour drive north from Toronto. The Village invites applications for the position of Chief Financial Officer. To view the full job description visit 'Job Postings' on our Municipal Information page at [www.southernriver.ca](http://www.southernriver.ca)

Reporting directly to the Clerk Administrator, the Chief Financial Officer will be responsible for all legal obligations of the Treasurer under the Municipal Act, the efficient and effective administration of all financial matters and direction of administrative staff. The Chief Financial Officer will be responsible for, but not limited to, the following:

- Prepares, consolidates and monitors the annual capital and operating budgets
- Responsible for the establishment and control of all financial and accounting systems and procedures, including cash flow, investment and trust funds
- Provides oversight for Accounts payable, Accounts receivable, Water and Tax billing and collection
- Develops and monitors the continual updating of the municipal Asset Management Plan
- Manage all payroll functions, Cemetery operations and Lottery Licensing in the Village

The successful candidate will have a post-secondary diploma in accounting or business administration. Municipal experience or an organization comparable in size, scope or responsibility would be an asset.

Qualified candidates are invited to submit a cover letter and resume to Don McArthur until **3:00 p.m. on Thursday, February 10, 2022** by email: [clerk@southernriver.ca](mailto:clerk@southernriver.ca) or fax 705-386-0702 or mail PO Box 310, South River, Ontario, P0A 1X0. The Village of South River is committed to maintaining an equitable work environment and welcomes submissions from all qualified applicants however only those applicants selected for an interview will be contacted.