

EMPLOYMENT OPPORTUNITY



Renfrew
1902 - 1958 Bridging Charm and Convenience

Treasurer / Director of Finance & Corporate Services

The Town of Renfrew, situated along the Bonnechere River in the heart of the Ottawa Valley, both embraces its rich history, and is committed to progress. Less than an hour from the amenities of the Nation's Capital, the Town offers exceptional educational opportunities, affordable residential prices and a low crime rate coupled with a strong agriculture tradition and presence to satisfy every interest and provide personal growth opportunities for all.

Reporting to the CAO with direct accountability to Council, the Treasurer/Director of Finance & Corporate Services is an integral member of the Senior Leadership Team and will be responsible for fulfilling the statutory duties required under the Municipal Act, 2001. The Treasurer/Director of Finance & Corporate Services is responsible for strategic leadership, administrative management, and overall operations of the Town's Finance & Corporate Services department.

Competencies:

- Post-Secondary degree or diploma in Accounting or Business Administration is required. A CPA designation is preferred.
- Certificate of completion of Municipal Accounting & Finance Program through AMCTO is preferred. Diploma in Municipal Administration through AMCTO is considered an asset.
- A minimum of ten (10) years of progressively responsible accounting experience is needed, with municipal experience considered an asset.
- Supervisory and management experience is required.
- Excellent computer skills, including MS Office applications, financial and budgeting software, asset management software, and other related software and technological solutions to drive innovation, efficiency, and effectiveness.
- Works with the public in a service-oriented environment and able to transfer financial information to people with tact and diplomacy.
- Excellent verbal and written communication skills.
- Demonstrates excellent organizational skills and time management skills.
- Possess and maintains a valid G class driver's licence and reliable vehicle to use on corporate business when/if required.

In addition to a competitive salary of \$124,924 - \$146,965 per annum (2024 rates) plus comprehensive benefits and pension package, the Town of Renfrew offers exemplarily values, a strong community spirit, a rural quality of life, well maintained infrastructure, and an outdoor recreation paradise, all of which help to create a productive environment for personal growth and success.

***Qualified applicants are invited to submit their resume, stating “Town of Renfrew – Treasurer/Director of Finance & Corporate Services”,
by 4:00 p.m., May 28, 2025, to:***

Human Resources, County of Renfrew
9 International Drive, Pembroke, ON K8A 6W5
EMAIL: hrinfo@countyofrenfrew.on.ca (in MS Word or pdf format)

Thank you for your interest, however, only applicants considered for an interview will be contacted. Accessibility accommodations are available for all parts of the selection process. Applicants must make their needs known in advance. Information collected will be handled in accordance with the Municipal Freedom of Information and Protection of Privacy Act.