



Supervisor, Accounting
Permanent Full-Time – 35 hours per week
J0324-0974

The Town of New Tecumseth is looking for a Supervisor, Accounting to join our rapidly growing team.

Why work with us?

Our growing community, identified as one of the fastest growing municipalities by Statistics Canada, located about an hour north of Toronto, offers beautiful rural and urban landscapes and diverse opportunities to work in a technologically progressive, public environment.

What we promise:

- flexible work environment, including **ability to work from home up to two (2) days per week**
- employer paid health and dental benefit packages from day 1
- competitive salaries
- OMERS pension plan
- free gym membership at Town recreation centres
- professional development opportunities

The Supervisor, Accounting plays a critical role responsible for the general accounting, financial reporting, and safeguarding of finances through adequate internal controls. In addition to leading the accounts payable team, this role administers regulatory requirements, leads the year-end process, and assists with various requirements related to tangible capital assets, debenture financing, securities, etc.

How you contribute to our organization:

- Responsible for the accounts payable function, including the supervision of team performance to achieve accurate and timely disbursement processing, including appropriate authorization, correct coding, vendor management, etc. Implements and maintains processes and software to effectively manage low value disbursements such as purchasing cards, expense reports and petty cash.
- Leads year-end activities, assists in the preparation of financial statements and Provincial Financial Information Return (FIR), and conducts associated analysis supporting the annual audit process.
- Performs general ledger activities such as account structure adjustments, mapping, period close, and journal processing i.e. fleet related allocations, county payments, etc.
- Administers the tracking and reporting of the Town's tangible capital assets and develops supporting policies and procedures.
- Establishes good working relationships to assure smooth internal business support, reliable supply chain delivery and effective communications with government agencies, consultants, etc. Provides accurate and timely financial information to provide operational support and facilitate the decision-making process.

What you bring to the team:

- Completion of a multi-year College Diploma in Accounting, Finance or related discipline. University degree in Business, Finance or related discipline is preferred.
- Progression towards a CPA designation is preferred.
- Four to five years of related experience.
- At least one year of supervisory experience.

Salary: \$78,296.40 – 97,879.60, plus employer paid benefits and OMERS pension plan

Hours: Monday through Friday, 8:30 a.m. – 4:30 p.m.

Location: Alliston, ON

Start Date: May 13, 2024

To apply, please submit a cover letter, resume and copies of the required credentials by April 12th.

<http://clients.njoyn.com/CL3/xweb/xweb.asp?clid=56628&page=jobdetails&jobid=J0324-0974&BRID=EX264697&SBDID=20651&LANG=1>

We thank you for your interest; however, only those selected for an interview will be contacted.

Information collected will be used solely for the purpose of candidate selection, in accordance with the Municipal Freedom of Information & Protection of Privacy Act.

The Town of New Tecumseth is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. If contacted for an interview, please advise Human Resources if you require accommodation.