



... a great place to live, work & play

One of the sunniest regions in BC's Lower Mainland, Delta embraces three unique communities - Ladner, North Delta and Tsawwassen. The City of Delta is looking for dedicated individuals to join our team and share in our commitment to lead the way in public service excellence.

Finance Support Staff

The Finance Department is looking for Auxiliary/Casual Finance Support Staff to work from May to August, 2025 at our City Hall in Delta. Duties include processing a wide variety of payments, providing quality customer service to internal customers and the public, reconciling records and other administrative and financial support. An incumbent will possess the ability to deal effectively and courteously with the public as well as perform other duties as required. A strong work ethic and positive attitude are imperative for this role.

Incumbents must be available to work flexible shifts.

Qualifications:

- Grade 12 supplemented by finance or accounting courses (or equivalent)
- Typing Speed - minimum 45 wpm
- Hands on experience with Microsoft Office at an Intermediate level
- Experience as a cashier or clerical/administrative support would be an asset
- Excellent customer service experience, demonstrated through employment history
- Knowledge and experience with financial or accounting systems would be an asset

City of Delta provides a competitive salary of \$25.93 per hour plus 12% in lieu of benefits. Interested applicants are requested to apply online at www.delta.ca/employment quoting competition number **25-85 EX** by **March 18, 2025**.

At the City of Delta, we are committed to recruiting and retaining a diverse workforce that is representative of our community, providing equal opportunity and fostering an inclusive workplace where our individual differences are recognized, valued and celebrated.

We thank all applicants for their interest; only those under consideration will be contacted. Preferred candidates will be required to submit a Police Information Check.